TMS

PROMOTING THE GLOBAL SCIENCE AND ENGINEERING PROFESSIONS CONCERNED WITH MINERALS, METALS AND MATERIALS

184 THORN HILL ROAD
WARRENDALE, PA 15086-7514
USA

TELEPHONE: (724) 776-9000
FAX: (724) 776-3770
WEB: www.tms.org

November 6, 2008

Dear TMS 2009 Exhibitors,

We are pleased to present the enclosed **TMS 2009 Exhibition Services Manual**. This service manual includes order forms and information to facilitate your preparation for the TMS 2009 Annual Meeting & Exhibition in San Francisco, California, USA. Please review the contents in detail, paying particular attention to the deadlines for discount advance order rates for equipment and services.

Once again, TMS has contracted with **Freeman Company** as the official General Service Contractor for the TMS 2009 Annual Meeting & Exhibition. Contact information for Freeman representatives is enclosed. We encourage you to take advantage of Freeman Company's **ON-LINE ORDERING SERVICE** for the 2009 exhibition by following the instructions provided herewith.

If you have any questions or require any additional information for your show planning, please feel free to contact me; E-mail: bpadnos@tms.org, phone: (724) 776-9000, ext 225, or fax: (724) 776-3770.

I look forward to working with you in San Francisco!

Sincerely,

*Bill*

William K. Padnos, CMP
Meetings Manager

WILLIAM K. PADNOS, CMP
MEETINGS MANAGER

EXTENSION: 225
E-MAIL: BPADNOS@TMS.ORG

FREEMAN

TMS2009
138th Annual Meeting & Exhibition

**TMS 2009 ANNUAL MEETING & EXHIBITION**
**FEBRUARY 15-19, 2009**
**MOSCONE CENTER WEST HALL**
**SAN FRANCISCO, CALIFORNIA**

FREEMAN quick facts

## SERVICE INFORMATION

### BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high black, red, and white back drape, 36" high black side dividers, and one 7" x 44" one-line identification sign.

### EXHIBIT HALL CARPET

The exhibit hall is not carpeted, however; the aisles will be carpeted in tuxedo color carpet.

To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and order form.

### DISCOUNT PRICE DEADLINE DATE

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by January 30, 2009.

Save money by ordering labor in advance. All display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

## SHOW SCHEDULE

### EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ

| | | | | |
|---|---|---|---|---|
| Saturday | February 14, 2009 | 8:00 AM | - | 5:00 PM |
| Sunday | February 15, 2009 | 8:00 AM | - | 5:00 PM |
| Monday | February 16, 2009 | 8:00 AM | - | 11:00 AM |

### EXHIBIT HOURS

| | | | | |
|---|---|---|---|---|
| Monday | February 16, 2009 | 12:00 PM | - | 6:30 PM |
| Tuesday | February 17, 2009 | 9:30 AM | - | 6:00 PM |
| Wednesday | February 18, 2009 | 9:30 AM | - | 3:00 PM |

### EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ

| | | | | |
|---|---|---|---|---|
| Wednesday | February 18, 2009 | 3:00 PM | - | 8:00 PM |
| Thursday | February 19, 2009 | 8:00 AM | - | 11:00 AM |

**We will begin returning empty containers once aisle carpet is removed.**

### DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Thursday, February 19, 2009 at 11:00 AM.
To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Thursday, February 19, 2009 at 9:00 AM.

**POST SHOW PAPERWORK AND LABELS**

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

Please note: All items not ordered through the Official Show Vendors may be subject to Material Handling Charges and are the responsibility of the Exhibitor.

## SERVICE CONTRACTOR CONTACTS / INFORMATION:

**FREEMAN**

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 fax (714) 490-0801
FreemanAnaheimES@freemanco.com

**FREEMAN EXHIBIT TRANSPORTATION**

(800) 995-3579 fax (817) 385-0983

**FREEMAN ONLINE®**

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit www.myfreemanonline.com and click the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (888) 508-5054.

**SHIPPING INFORMATION**

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _________
**TMS 2009 ANNUAL MEETING & EXHIBITION**
C/O FREEMAN
YELLOW FREIGHT SYSTEMS, 201 HASKINS WAY
S SAN FRANCISCO, CA 94080

Freeman will accept crated, boxed or skidded materials beginning Tuesday, January 13, 2009, at the above address. Material arriving after February 06, 2009 will be received at the warehouse with an additional after deadline charge.

Show Site Shipping Address:

Exhibiting Company Name / Booth # _________
**TMS 2009 ANNUAL MEETING & EXHIBITION**
C/O FREEMAN
MOSCONE CENTER
WEST HALL, 800 HOWARD ST
SAN FRANCISCO, CA 94103-3181

Freeman will receive shipments at the exhibit facility beginning Saturday, February 14, 2009. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

**LABOR INFORMATION**

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Service Desk. Refer to the order form under Display Labor for Straight Time and Overtime hours.

**ADDITIONAL SHOW INFORMATION**

Please note: All inbound warehouse shipments, show site shipments received on Saturday and Sunday, and all outbound shipments processed after 5:00 p.m. will be assessed overtime Material Handling charges.

Overtime rates for Display and Rigging Labor will apply all day Saturday and Sunday, and after 5:00 p.m. during move-out.

Overtime rates for Electrical Labor will apply all day Saturday and Sunday, and after 3:30 p.m. during move-out.

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (714) 254-3410.

**WE APPRECIATE YOUR BUSINESS!**

# FREEMAN GENERAL INFORMATION

## TRANSLATION SERVICES

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (714) 254-3410 or Freeman's Customer Support Center at (888) 508-5054.

## HELPFUL HINTS

### SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by January 30, 2009.

### AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

### SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation.

## EXHIBITOR ASSISTANCE

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at (714) 254-3410 with any questions or needs you may have.

# FREEMAN

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THIS FORM WITH YOUR ORDER**

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #:

ADDRESS: BOOTH SIZE : X

CITY/STATE/ZIP:

PHONE: EXT.: FAX #:

SIGNATURE: PRINT NAME:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE: ☐ **Check if you are a new Freeman customer**

**Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.**

## METHOD OF PAYMENT

**BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

☐ **COMPANY CHECK**

Please make check payable to: Freeman
Checks must be in U.S. funds drawn on a U.S. or Canadian bank.(**"U.S. FUNDS"** MUST BE PRE-PRINTED on Canadian checks.)

**Please reference** (215636) **on your remittance.**

☐ **CREDIT CARD**

For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ **BANK TRANSFER**

Bank transfer to Bank of America, N.A.; Dallas, TX

*Wire Transfer*

ABA#: 026009593 ACCT# 1252039192 Freeman

*International Wire Transfer*

Swift Code: BOFAUS3N ACCT# 1252039192 Freeman

*ACH Direct Deposit*

ABA#: 111000012 ACCT# 1252039192 Freeman

**Please reference Name of Show & Booth Number so we can properly credit your account.**

**Note: Customers are responsible for any bank processing fees.**

☐ **AMERICAN EXPRESS** ☐ **DISCOVER** ☐ **MASTER CARD** ☐ **VISA** ☐ **DINERS CLUB**

ACCOUNT NO.: EXP. DATE:

CARDHOLDER NAME (PRINT): SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

## ENTER TOTALS HERE

| FURNISHINGS & ACCESSORIES | CARPET | CLEANING/ SHAMPOOING | PORTER SERVICE | RENTAL EXHIBITS & ACCESSORIES | SIGNS | INSTALLATION LABOR | DISMANTLE LABOR |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

| MATERIAL HANDLING | RIGGING INSTALLATION | RIGGING DISMANTLE | EXHIBIT TRANSPORTATION | HANGING SIGNS | UTILITIES | | GRAND TOTAL |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

- **Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.myfreemanonline.com.**
- **Orders received without payment or after the discount price deadline date will be charged at the standard price.**
- **Copies of invoices may be picked up from the Service Desk prior to show closing.**
- **If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Services Representative.**

**TELL US WHAT YOU THINK**

**Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.**

**http://feedback.freemanco.com/?215636**

**F R E E M A N**

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

FREEMAN third party authorization

## TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009

**In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.**

### EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

**BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE: DATE:

### EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME: BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE: EXT. FAX:

CONTACT'S E-MAIL:

### Indicate which services are to be invoiced to the Third Party:

- ☐ **ALL FREEMAN SERVICES**
- ☐ **I&D LABOR/SUPERVISION**
- ☐ **MATERIAL HANDLING/IN & OUT**
- ☐ **UTILITIES**
- ☐ **FREEMAN EXHIBIT TRANSPORTATION**
- ☐ **RENTAL FURNITURE/CARPET/SIGNS**
- ☐ **BOOTH CLEANING**
- ☐ **OTHER** ________________________________

### THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE: EXT: FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

### THIRD PARTY CREDIT CARD AUTHORIZATION

☐ **AMERICAN EXPRESS** ☐ **MASTERCARD** ☐ **VISA** ☐ **DISCOVER** ☐ **DINERS CLUB**

CREDIT CARD ACCOUNT NO: EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT): CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

**F R E E M A N**

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com


**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN furnishing essentials

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## FURNISHINGS

### CHAIRS
Pages 1 & 2

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N71092 | Diva Counter Stool | 206.50 | 268.45 | |
| | N71091 | Diva Chair | 184.45 | 239.80 | |
| | N710102 | Santana Chair | 173.40 | 225.40 | |
| | N71085 | Forestdale Chair | 107.25 | 139.45 | |
| | N710144 | Diplomat Chair | 228.55 | 297.10 | |
| | N71038 | Cherry Barrel Chair | 195.45 | 254.10 | |

☐ Cranberry ☐ Taupe

**Director Series**
☐ Black ☐ Blue ☐ Bright Green ☐ Orange
☐ Purple ☐ Red ☐ Royal Blue ☐ Yellow

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N710142 | Director Stool | 151.35 | 196.75 | |
| | N71042 | Director Chair | 129.30 | 168.10 | |
| | N710998 | Custom Imprinting/Director | Call for Quote | | |

**Pages 3 & 4**

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N71048 | Gray Gaslift Stool w/Arms | 239.55 | 311.40 | |
| | N71047 | Gray Gaslift Stool | 228.55 | 297.10 | |
| | N71046 | Gray Gaslift Chair w/Arms | 217.50 | 282.75 | |
| | N71045 | Gray Gaslift Chair | 206.50 | 268.45 | |
| | N71044 | Executive Chair | 239.55 | 311.40 | |
| | N71041 | Bugle Base Chair | 151.35 | 196.75 | |

☐ Black Tweed ☐ Blue Tweed

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N71088 | Black Diamond Stool | 140.35 | 182.45 | |
| | N71089 | Black Diamond Side Chair | 118.30 | 153.80 | |
| | N71090 | Black Diamond Arm Chair | 140.35 | 182.45 | |
| | C210105 | Opal Side Chair | 85.20 | 110.75 | |
| | C210101 | Carson Arm Chair | 96.25 | 125.15 | |

☐ Black ☐ Blue ☐ Gray

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | C210112 | Casey Padded Stool | 118.30 | 153.80 | |

☐ Black ☐ Gray

### LOUNGE SEATING
Pages 5 & 6

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N73091 | Signature Loveseat | 678.75 | 882.40 | |
| | N71093 | Signature Chair | 471.80 | 613.35 | |

**Kennedy Sectional Series**
☐ Black Tweed ☐ Blue Tweed

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N730313 | Kennedy Sofa - 3 piece | 773.85 | 1,006.0( | |
| | N730213 | Kennedy Loveseat - 2 piece | 516.15 | 671.00 | |
| | N73013 | Kennedy Corner Section | 258.05 | 335.45 | |
| | N73014 | Kennedy Center Section | 258.05 | 335.45 | |

### TABLES
Pages 7 & 8

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72026 | Cherry Cocktail Table | 216.00 | 280.80 | |
| | N72027 | Cherry End Table | 189.65 | 246.55 | |
| | N72028 | Metro Slate Cocktail Table | 245.80 | 319.55 | |
| | N72029 | Metro Slate End Table | 214.20 | 278.45 | |
| | C115103 | Studio Black Cocktail Table | 92.70 | 120.50 | |
| | C115104 | Studio Black End Table | 84.70 | 110.10 | |
| | N72015 | Glass Conference Table | 216.00 | 280.80 | |

☐ Black ☐ Chrome

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72065 | Bugle Base Table/White | 253.05 | 328.95 | |

**Pedestal Tables - SoHo Series**

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72066 | Black-top Mini 18"W x 18"H | 131.60 | 171.10 | |
| | N72069 | Black-top Cafe 24"W x 30"H | 153.60 | 199.70 | |
| | N72070 | Black-top Bistro 24"W x 42"H | 203.55 | 264.60 | |
| | N72067 | Black-top Café Table 36"x30" | 177.35 | 230.55 | |
| | N72068 | Black-top Bistro 36"W x 42"H | 221.75 | 288.30 | |

**Pedestal Tables - Chelsea Series - Butcher Block Top**

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72063 | Café Table 30"W x 30"H | 167.00 | 217.10 | |
| | N72064 | Café Table 36"W x 30"H | 175.70 | 228.40 | |
| | N720163 | Bistro Table 30"W x 42"H | 224.20 | 291.45 | |
| | N720164 | Bistro Table 36"W x 42"H | 245.00 | 318.50 | |

### OFFICE FURNITURE
Pages 9 & 10

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72093 | Milano Table/Blonde Top | 456.70 | 593.70 | |
| | N72092 | Milano Table/Black Top | 456.70 | 593.70 | |
| | N72094 | Luna Table/Black Top | 539.75 | 701.70 | |
| | N720191 | Hemingway Writing Table | 348.80 | 453.45 | |
| | N74061 | Cherry Desk 5' | 539.75 | 701.70 | |
| | N74065 | Cherry Bookcase | 373.75 | 485.90 | |
| | N74064 | Cherry Credenza | 440.05 | 572.05 | |
| | N74071 | Oak Desk 5' | 539.75 | 701.70 | |
| | N74075 | Oak Bookcase | 373.75 | 485.90 | |
| | N74074 | Oak Credenza | 440.05 | 572.05 | |

### OFFICE FURNITURE
Pages 11 & 12

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | N72056 | Display Counter | 373.75 | 485.90 | |
| | N75079 | Orion Computer Kiosk | 373.30 | 485.30 | |
| | N75030 | Black Display Cube/Small | 207.65 | 269.95 | |
| | N75031 | Black Display Cube/Medium | 207.65 | 269.95 | |
| | N75032 | Black Display/Large | 207.65 | 269.95 | |

***Remember to select a color for items with checkboxes. A color will be selected for you if not indicated.**

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH:: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

FREEMAN furnishing essentials

# FURNISHINGS

## DISPLAY FURNITURE
Pages 11 & 12 (continued)

### Display Cylinders

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | N75020 | Black Display Cylinder/Low ... | 183.25 | 238.25 | ________ |
| ____ | N75021 | Black Display Cyclinder/Med | 195.75 | 254.50 | ________ |
| ____ | N75022 | Black Display Cylinder/Lg .... | 221.60 | 288.10 | ________ |

### Draped Tables - Tables are 24" wide

☐ Black ☐ Blue ☐ Burgundy ☐ Dark Green ☐ Gold
☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ White

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | C130330 | Draped Table 3'L x 30"H ....... | 101.65 | 132.15 | ________ |
| ____ | C130430 | Draped Table 4'L x 30"H ....... | 127.15 | 165.30 | ________ |
| ____ | C130630 | Draped Table 6'L x 30"H ....... | 152.00 | 197.60 | ________ |
| ____ | C130830 | Draped Table 8'L x 30"H ....... | 173.20 | 225.15 | ________ |
| ____ | C12404630 | 4th Side Drape 6'L x 30"H .. | 42.35 | 55.05 | ________ |
| ____ | C12404830 | 4th Side Drape 8'L x 30"H . | 42.35 | 55.05 | ________ |
| ____ | C130342 | Draped Counter 3'L x 42"H ... | 137.55 | 178.80 | ________ |
| ____ | C130442 | Draped Counter 4'L x 42"H ... | 157.45 | 204.70 | ________ |
| ____ | C130642 | Draped Counter 6'L x 42"H ... | 177.35 | 230.55 | ________ |
| ____ | C130842 | Draped Counter 8'L x 42"H ... | 198.50 | 258.05 | ________ |
| ____ | C12404642 | 4th Side Drape 6'L x 42"H .. | 49.10 | 63.85 | ________ |
| ____ | C12404842 | 4th Side Drape 8'L x 42"H .. | 49.10 | 63.85 | ________ |

### Undraped Tables - Tables are 24" wide

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | C131330 | Undraped Table 3'L x 30"H . | 40.25 | 52.35 | ________ |
| ____ | C131430 | Undraped Table 4'L x 30"H . | 49.10 | 63.85 | ________ |
| ____ | C131630 | Undraped Table 6'L x 30"H. | 56.95 | 74.05 | ________ |
| ____ | C131830 | Undraped Table 8'L x 30"H . | 64.40 | 83.70 | ________ |
| ____ | C131342 | Undraped Counter 3'Lx42"H | 69.10 | 89.85 | ________ |
| ____ | C131442 | Undraped Counter 4'Lx42"H | 78.95 | 102.65 | ________ |
| ____ | C131642 | Undraped Counter 6'Lx42"H | 88.00 | 114.40 | ________ |
| ____ | C131842 | Undraped Counter 8'Lx42"H | 96.65 | 125.65 | ________ |

### Table Top Risers

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | C150410 | Single Step Riser 4'L x 7"H | 64.05 | 83.25 | ________ |
| ____ | C150610 | Single Step Riser 6'L x 7"H | 88.15 | 114.60 | ________ |
| ____ | C150810 | Single Step Riser 8'L x 7"H | 106.75 | 138.80 | ________ |
| ____ | C150414 | Single Step Riser 4'L x14"H | 68.10 | 88.55 | ________ |
| ____ | C150614 | Single Step Riser 6'L x14"H | 94.40 | 122.70 | ________ |
| ____ | C150814 | Single Step Riser 8'L x14"H | 112.70 | 146.50 | ________ |
| ____ | C150420 | Double Step Riser 4'L ......... | 130.90 | 170.15 | ________ |
| ____ | C150620 | Double Step Riser 6'L ........ | 168.95 | 219.65 | ________ |
| ____ | C150820 | Double Step Riser 8'L ......... | 218.30 | 283.80 | ________ |

## ACCESSORIES
Pages 13 & 14

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | C220121 | Chrome Stanchion w/belt ....... | 73.45 | 95.50 | ________ |
| ____ | C220118 | Chrome Sign Holder ............... | 78.95 | 102.65 | ________ |
| ____ | N750135 | Round Literature Rack ........... | 302.30 | 393.00 | ________ |
| ____ | N750136 | Flat Literature Rack ............... | 261.65 | 340.15 | ________ |
| ____ | C220109 | Chrome Coat Tree .................. | 51.60 | 67.10 | ________ |
| ____ | C220134 | Chrome Easel ........................ | 54.75 | 71.20 | ________ |
| ____ | C220110 | Chrome Bag Rack ................. | 111.70 | 145.20 | ________ |
| ____ | N75053 | Black Trash Receptacle .......... | 88.00 | 114.40 | ________ |
| ____ | N75054 | Aluminum Trash Receptacle . | 88.00 | 114.40 | ________ |
| ____ | 220107 | Wastebasket .......................... | 22.00 | 28.60 | ________ |
| ____ | 220106 | Corrugated Wastebasket......... | 16.50 | 21.45 | ________ |
| ____ | N75057 | Small Refrigerator .................. | 353.90 | 460.05 | ________ |
| ____ | N75052 | Black Table Lamp .................. | 153.60 | 199.70 | ________ |
| ____ | N74082 | File Cabinet/2 Drawer ............ | 219.70 | 285.60 | ________ |
| ____ | N74081 | File Cabinet/4 Drawer ............ | 302.30 | 393.00 | ________ |
| ____ | 10201484 | Bulletin Board ......................... | 192.30 | 250.00 | ________ |

### Special Drape

☐ Black ☐ Blue ☐ Burgundy ☐ Dark Green ☐ Gold
☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ White

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | 12103 | Special Drape 3'H (per ft.) .... | 15.80 | 20.55 | ________ |
| ____ | 12108 | Special Drape 8'H (per ft.) ... | 19.45 | 25.30 | ________ |

### TOTAL COST

________ + ________ = ________

Sub-Total 8.5% Tax Total Cost



***Remember to select a color for items with checkboxes. A color will be selected for you if not indicated.***

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## CASUAL SEATING
Pages 1 & 2

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Lisbon Group - Black leather** | | | | |
| | 8302 | Sofa | 887.05 | 1,153.15 | |
| | 8303 | Loveseat | 798.90 | 1,038.55 | |
| | 81011 | Chair | 594.45 | 772.80 | |
| | **Chairs** | | | | |
| | 8102 | Barcelona - black leather ... | 973.25 | 1,265.25 | |
| | **Newport Group - Charcoal leather** | | | | |
| | 8308 | Loveseat | 808.25 | 1,050.75 | |
| | 8109 | Armless Chair | 459.45 | 597.30 | |
| | 81010 | Corner Chair | 536.40 | 697.30 | |
| | **South Beach Group - Platinum suede** | | | | |
| | 8301 | Sofa | 778.25 | 1,011.75 | |
| | 8151 | Ottoman | 339.40 | 441.20 | |
| | **Key West Group - Black** | | | | |
| | 8306 | Sofa | 701.40 | 911.80 | |
| | 8307 | Loveseat | 632.00 | 821.60 | |
| | 8103 | Tub Chair | 487.60 | 633.90 | |

## CASUAL SEATING
Pages 3 & 4

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Florence Group - Cream** | | | | |
| | 8304 | Sofa | 740.70 | 962.90 | |
| | 81012 | Chair | 527.00 | 685.10 | |
| | 82020 | Urban Table | 457.60 | 594.90 | |
| | 82021 | Urban End Table | 399.40 | 519.20 | |
| | **Rio Group - Blue suede** | | | | |
| | 8305 | Sofa | 720.15 | 936.20 | |
| | 81014 | Chair | 515.70 | 670.40 | |
| | 82022 | Inspiration Table | 380.70 | 494.90 | |
| | 82023 | Inspiration End Table | 360.05 | 468.05 | |
| | **Monaco Group** | | | | |
| | 83061 | Sofa | 772.80 | 1,004.65 | |
| | 82045 | Table (chestnut/graphite) .. | 349.80 | 454.75 | |
| | 82046 | End Table (chestnut/graphi | 331.85 | 431.40 | |
| | 81072 | Camouflage Chair | 488.10 | 634.55 | |
| | **Chairs** | | | | |
| | 8101 | T-Vac (translucent/chrome) | 380.70 | 494.90 | |
| | **Ottomans** | | | | |
| | 8154 | Square (black leather) | 375.05 | 487.55 | |
| | 8152 | Square (white leather) | 375.05 | 487.55 | |
| | 8155 | Bench (black leather) | 466.95 | 607.05 | |
| | 8153 | Bench (white leather) | 466.95 | 607.05 | |
| | 81513 | Half Round (black leather) . | 487.60 | 633.90 | |
| | 81514 | Half Round (white leather) . | 487.60 | 633.90 | |
| | **Cubes** | | | | |
| | 8156 | Chocolate Brown | 135.00 | 175.50 | |
| | 8157 | Blueberry | 135.00 | 175.50 | |
| | 8158 | Russet | 135.00 | 175.50 | |
| | 8159 | Raspberry | 135.00 | 175.50 | |
| | 81510 | Lemon | 135.00 | 175.50 | |
| | 81511 | Natural | 135.00 | 175.50 | |
| | 81512 | Black Leather | 135.00 | 175.50 | |

## SEATING
Pages 5 & 6

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Chairs** | | | | |
| | 8104 | Cappucino Chair | 390.10 | 507.15 | |
| | 8105 | Stage Chair (onyx) | 223.15 | 290.10 | |
| | 8106 | Stage Chair (camel) | 223.15 | 290.10 | |
| | 8107 | Stage Chair (beige) | 223.15 | 290.10 | |
| | 8108 | Stage Chair (red) | 223.15 | 290.10 | |
| | 810710 | Occasional Chair (black) ... | 304.20 | 395.45 | |
| | 81025R | Pliant Chair (red) | 130.20 | 169.25 | |
| | 81025B | Pliant Chair (blue) | 130.20 | 169.25 | |

## SEATING (continued)
Pages 5 & 6

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Chairs (continued)** | | | | |
| | 81015 | Panton Chair (orange) | 234.40 | 304.70 | |
| | 81016 | Panton Chair (yellow) | 234.40 | 304.70 | |
| | 81017 | Panton Chair (white) | 234.40 | 304.70 | |
| | 81090 | New York Chair | 219.60 | 285.50 | |
| | 810707 | ISO Mesh Pull-up Chair | 382.40 | 497.10 | |
| | 810110 | Manhattan Chair (oyster) | 240.75 | 313.00 | |

Pages 7 & 8

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Chairs (continued)** | | | | |
| | 81018 | Flex Chair w/ wheels | 191.30 | 248.70 | |
| | 81075 | Tilt Executive Chair | 322.95 | 419.85 | |
| | 810807 | Luxor Executive Chair | 439.35 | 571.15 | |
| | 81063 | Altura Conf/Guest Chair | 349.80 | 454.75 | |
| | 81074 | Altura Exec Chair/high back .. | 414.80 | 539.25 | |
| | 81073 | Altura Jr Exec Chair/mid back | 376.10 | 488.95 | |
| | 810702 | Jetson Chair (black) | 206.25 | 268.15 | |
| | **Barstools & Bar** | | | | |
| | 810100 | Ohio Barstool (gray) | 211.90 | 275.45 | |
| | 810101 | Ohio Barstool (red) | 211.90 | 275.45 | |
| | 810102 | Ohio Barstool (black) | 211.90 | 275.45 | |
| | 810103 | Banana Barstool (white) | 232.50 | 302.25 | |
| | 810104 | Banana Barstool (black) | 232.50 | 302.25 | |
| | 810505 | Gin Barstool (maple) | 203.45 | 264.50 | |
| | 810706 | Jetson Barstool (black) | 305.10 | 396.65 | |
| | 810200 | Oslo Barstool (blue) | 292.60 | 380.40 | |
| | 810201 | Oslo Barstool (white) | 292.60 | 380.40 | |
| | 8501 | Martini Bar | 1,687.80 | 2,194.15 | |

## TABLES & MORE
Pages 9 & 10

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| | **Tables** | | | | |
| | 82033 | Manhattan Table 29"H | 333.55 | 433.60 | |
| | 82047 | Paris Table 20"H | 193.10 | 251.05 | |
| | 82015 | Silverado End Table 22" H .... | 278.30 | 361.80 | |
| | 82014 | Silverado Table 17"H | 296.15 | 385.00 | |
| | 82041 | Geo Conf Table (black) | 502.25 | 652.95 | |
| | 82051 | Geo Conf Table (chrome) | 502.25 | 652.95 | |
| | 82025 | Geo End Table (black) | 260.20 | 338.25 | |
| | 82035 | Geo End Table (chrome) | 260.20 | 338.25 | |
| | 82024 | Geo Coffee Table (black) | 278.30 | 361.80 | |
| | 82034 | Geo Coffee Table (chrome) ... | 278.30 | 361.80 | |
| | 82031 | Visions End Table 21"H | 253.15 | 329.10 | |
| | 82030 | Visions Table 17"H | 281.30 | 365.70 | |
| | 82038 | West Indies End Table 24"H .. | 292.60 | 380.40 | |
| | 82037 | West Indies Table 19"H | 360.05 | 468.05 | |
| | **Miscellaneous** | | | | |
| | 850604 | Etagere (black) | 450.15 | 585.20 | |
| | 850605 | Etagere (pewter) | 450.15 | 585.20 | |
| | 85078 | Locking Door Pedestal | 471.85 | 613.40 | |
| | 850607 | Kiosk (black/sand) | 528.75 | 687.40 | |
| | 850608 | Lectern - Adj Height | 768.90 | 999.55 | |
| | 850609 | Lectern 50"H (cherry) | 369.40 | 480.20 | |
| | 8503001 | Refrigerator 14 cu. ft. (white) | 963.90 | 1,253.05 | |
| | **Lighting** | | | | |
| | 850701 | Lumalight Lamp (red) | 390.10 | 507.15 | |
| | 850702 | Lumalight Lamp (white) | 390.10 | 507.15 | |
| | 850703 | Lumalight Lamp (orange) | 390.10 | 507.15 | |
| | 850704 | Floor Lamp 58"H (pewter) | 191.30 | 248.70 | |
| | 850705 | Parisian Lamp 28"H (pewter) | 170.35 | 221.45 | |
| | 850706 | Ruby Lamp 28"H | 185.65 | 241.35 | |

## TOTAL COST

______ + ______ = ______

Sub-Total 8.5% Tax Total Cost

FREEMAN select furnishings

F R E E M A N

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN accessories

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #:____________

CONTACT NAME:______________________ PHONE #: ____________

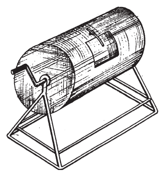
E-MAIL ADDRESS ______________________

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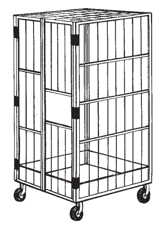
## FREEMAN ACCESSORIES

### TICKET TUMBLER



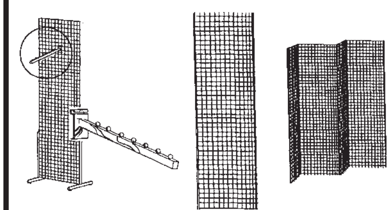
Brass finish table top model,
23"H x 20"W x 18"D.

### SAFETY CONTAINER



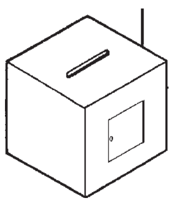
82"H x 44"W x 48"D

### GRID PANELS



Chrome 7-way waterfall.
Chrome 24" X 96"-Prices are per Panel.

### BALLOT BOX



*White Only*
12" x 12" Square.

### FISH BOWL



Water & Goldfish not included.

### PERFBOARD HOOKS

Straight Hook - 1 1/4"



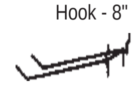
Looped Hook - 1 1/4"



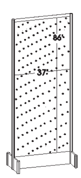
Single Hook - 6"



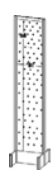
Double Hook - 8"



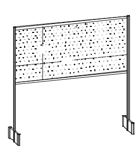
### PERFBOARD
(push pins cannot be used)



Vertical-1MX8'H
37" x 86"
of usable surface per panel.

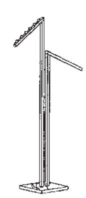


Vertical-1/2MX8'H
18" X 86"
of usable surface per panel.

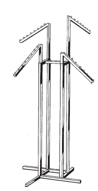


Horizontal-90"LX6'H
37" x 86"
of usable surface per panel.

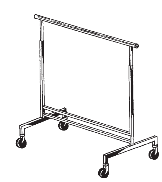
### GARMENT RACKS



Chrome 2 Arm Waterfall



Chrome 4 Arm Waterfall
5'-6'H Adjustable



Chrome
4 1/2'-6'H adjustable
x 4'W

## MISCELLANEOUS

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| _____ | 159011 | Ticket Tumbler Table Top ... | 111.40 | 144.80 | _____ |
| _____ | 151010 | Safety Container................. | 303.20 | 394.15 | _____ |
| _____ | 103028 | Grid Panel .......................... | 162.05 | 210.65 | _____ |
| _____ | 1030107 | Grid Panel Rack 7 Way Waterfall | 31.20 | 40.55 | _____ |
| _____ | 10407 | Garment Rack .................... | 121.35 | 157.75 | _____ |
| _____ | 10402 | Garment Rack 2 Arm Waterfall | 120.80 | 157.05 | _____ |
| _____ | 10404 | Garment Rack 4 Arm Waterfall | 152.00 | 197.60 | _____ |
| _____ | 15905 | Fish Bowl............................ | 36.50 | 47.45 | _____ |
| _____ | 159020 | Ballot Box ........................... | 78.95 | 102.65 | _____ |

## PERFBOARD

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| _____ | 10201282 | Double Sided Vert 1/2M x 8'.... | 157.20 | 204.35 | _____ |
| _____ | 10201482 | Double Sided Vert 1M x 8' ....... | 263.70 | 342.80 | _____ |
| _____ | 10201088 | Double Sided Horz 90" x 6' ..... | 263.70 | 342.80 | _____ |
| _____ | 10201 | Straight Hook 1 1/2"............... | 2.65 | 3.45 | _____ |
| _____ | 10202 | Looped Hook 1 1/4"............... | 2.65 | 3.45 | _____ |
| _____ | 10203 | Single Hook 6" ....................... | 2.65 | 3.45 | _____ |
| _____ | 10204 | Double Hook 8"...................... | 4.15 | 5.40 | _____ |

Sub-Total_______ + Tax (8.50)%) ________ = TOTAL __________

(215636)
08-09 SFMW

**F R E E M A N**
901 E South Street
Anaheim, CA 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE
DEADLINE DATE
JANUARY 30, 2009**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN showcases

## TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009

NAME OF SHOW:______________________________

COMPANY NAME ______________________________ BOOTH #:______________

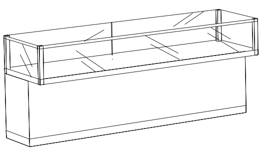
CONTACT NAME:______________________________ PHONE #: ______________

E-MAIL ADDRESS ______________________________

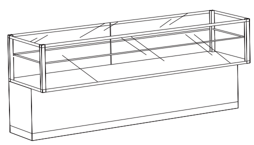
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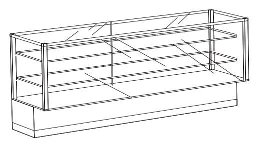
## SHOWCASES



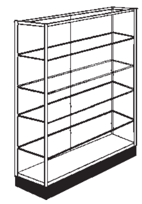
**QUARTERVIEW**



**HALFVIEW**



**FULLVIEWCASE**



**WALL DISPLAY SHOWCASE**

### STANDARD WHITE LINE (FLOURESCENT)

Fluorescent Lighting. Solid Sides (1/2 & 1/4 view). White formica exterior. Closed storage. Sliding Doors with locks (no mirrors).

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | 101043 | Full View 4'.................... | 368.10 | 478.55 | ________ |
| ____ | 101061 | Full View 6'.................... | 368.10 | 478.55 | ________ |
| ____ | 101042 | Half View 4'................... | 368.10 | 478.55 | ________ |
| ____ | 101060 | Half View 6'................... | 368.10 | 478.55 | ________ |
| ____ | 101090 | Half View 34" Corner..... | 401.55 | 522.00 | ________ |
| ____ | 101044 | Quarter View 4'............. | 368.10 | 478.55 | ________ |
| ____ | 101062 | Quarter View 6'............. | 368.10 | 478.55 | ________ |
| ____ | 101092 | Quarter View 34" Corner | 401.55 | 522.00 | ________ |

### WALL DISPLAY SHOWCASE

Fluorescent Lighting. Solid Sides. White formica exterior. Glass Sliding Doors. Adjustable Shelves. See through or Front View.

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | 1010203 | Wall (Front View)..... 84"H x 70"W x 18"D | 443.10 | 537.35 | ________ |
| ____ | 1010204 | Wall (See Through) . 84"H x 70"W x 19"D | 443.10 | 537.35 | ________ |

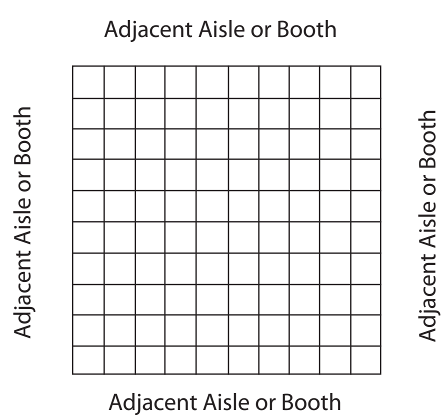
Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space.

### DESIGNER LINE (FLOURESCENT)

Fluorescent Lighting. Brushed Silver Frame. Textured Gray Formica Exterior. Mirrored Sliding Doors w/Lock. Glass Sides. Rear Storage w/Locked Sliding Doors.

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ____ | 1012401 | Half View 4'................. | 413.35 | 537.35 | ________ |
| ____ | 1012601 | Half View 6'................. | 413.35 | 537.35 | ________ |
| ____ | 101212 | Half View 34" Corner.... | 443.10 | 576.05 | ________ |
| ____ | 1012400 | Quarter View 4'........... | 413.35 | 537.35 | ________ |
| ____ | 1012600 | Quarter View 6'........... | 413.35 | 537.35 | ________ |
| ____ | 101214 | Quarter View 34" Corner | 443.10 | 576.05 | ________ |

Please use diagram below to indicate the placement of showcase(s) within your booth space.




Electrical and extension cords are **NOT INCLUDED**. For electrical services, please refer to the electrical services order forms located in this manual.

Sub-Total_______ + Tax (8.50%) N/A ________ = TOTAL ___________

**F R E E M A N**
901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN carpet

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: ____ BOOTH #: ____ BOOTH SIZE: ____ X ____

CONTACT NAME : ____ PHONE #: ____

E-MAIL ADDRESS : ____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at (714) 254-3410.
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- **Orders received after the deadline or without payment will be charged the Standard Price and are subject to availability. Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.**

**For fast, easy ordering, go to www.myfreemanonline.com**

## PRESTIGE CARPET - *includes plastic covering, delivery, material handling, installation and removal*

- **Guaranteed new, high quality carpet available in a variety of designer colors.**

**CHOOSE YOUR CARPET COLOR - *40 oz. Carpet:***

☐ Black ☐ Charcoal ☐ Gray Pearl ☐ Navy ☐ Sea Breeze ☐ White

**40 oz. Carpet Rental -** Price per sq. ft. (100 sq. ft. minimum)

| | | Discount | Standard | Total |
|---|---|---|---|---|
| **1 - 700 sq. ft.** | Booth Size: ____ x ____ = ______ sq. ft. @ | $ 4.40 | $ 5.70 | ______ |
| **701 - 1200 sq. ft.** | Booth Size: ____ x ____ = ______ sq. ft. @ | $ 4.00 | $ 5.20 | ______ |

***CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:***

☐ Baywater ☐ Cardinal ☐ Gray Pearl ☐ Pine ☐ Toast
☐ Black ☐ Charcoal ☐ Navy ☐ Raspberry ☐ Wedgewood
☐ Cabernet ☐ Cream ☐ Peach ☐ Sea Breeze ☐ White

**28 oz. Carpet Rental -** Price per sq. ft. (100 sq. ft. minimum)

| | | Discount | Standard | Total |
|---|---|---|---|---|
| **1 - 700 sq. ft.** | Booth Size: ____ x ____ = ______ sq. ft. @ | $ 3.85 | $ 5.00 | ______ |
| **701 - 1200 sq. ft.** | Booth Size: ____ x ____ = ______ sq. ft. @ | $ 3.45 | $ 4.50 | ______ |

## CUSTOM CUT CLASSIC CARPET - *includes plastic covering, delivery, material handling, installation and removal*

- **Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.**

***CHOOSE YOUR CARPET COLOR:***

☐ Black ☐ Blue ☐ Burgundy ☐ Gray ☐ Green ☐ Plum ☐ Red ☐ Teal ☐ Tuxedo

**Rental -** Price per square foot (100 sq. ft. minimum)

**16 oz. Carpet Rental**

| | | Discount | Standard | Total |
|---|---|---|---|---|
| **Per sq. ft.** | Booth Size: ____ x ____ = ______ sq. ft. @ | $ 2.85 | $ 3.70 | ______ |

## CLASSIC CARPET - *includes delivery, material handling, installation and removal*

- **Our 16 oz. Classic Carpeting is available in a variety of standard colors in the following standard sizes.**

***CHOOSE YOUR CARPET COLOR:***

☐ Black ☐ Blue ☐ Burgundy ☐ Gray ☐ Green ☐ Plum ☐ Red ☐ Teal ☐ Tuxedo

| Qty | Description | Discount | Standard | Total |
|---|---|---|---|---|
| ______ | 9' x 10' Classic Carpet | $ 182.10 | $ 236.75 | ______ |
| ______ | 9' x 20' Classic Carpet | $ 364.20 | $ 473.45 | ______ |
| ______ | 9' x 30' Classic Carpet | $ 546.30 | $ 710.20 | ______ |
| ______ | 9' x 40' Classic Carpet | $ 728.40 | $ 946.90 | ______ |

## CARPET PADDING AND PLASTIC COVERING - *includes delivery, material handling, installation and removal*

- **Price is per sq. ft.**

| Qty | Description | Discount | Standard | Total |
|---|---|---|---|---|
| ______ | Carpet Padding - 1/2" (90 - 700 sq. ft.) | $ .75 | $ 1.00 | ______ |
| ______ | Carpet Padding - 1/2" (Over 700 sq. ft.) | $ .65 | $ .85 | ______ |
| ______ | Plastic Covering | $ .50 | $ .65 | ______ |

**TOTAL COST**

______ Sub- Total + ______ **8.5% Tax** = ______ Total Cost

****All utility lines must be installed before carpet installation. Utilities should be ordered in advance.****

09/07 (215636) 2772

**F R E E M A N**
901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN cleaning.

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## CLEANING SERVICES

- Cleaning Services include vacuuming of booth area and emptying wastebasket at time of vacuuming.
- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

### VACUUMING *(per sq. ft. - 100 sq. ft. minimum)*

| Qty (sq. ft.) | Part # | Description | Advance Price | Show Site Price | Total |
|---|---|---|---|---|---|
| | 610100 | Booth Vacuuming - One Time | .49 | .65 | |
| | 610200 | Booth Vacuuming - 2 Days | .98 | 1.25 | |
| | 610300 | Booth Vacuuming - 3 Days | 1.47 | 1.90 | |
| | 610400 | Booth Vacuuming - 4 Days | N/A | N/A | |

- Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

### SHAMPOOING *(per sq ft - 100 sq ft minimum)*

| Qty (sq. ft.) | Part # | Description | Advance Price | Show Site Price | Total |
|---|---|---|---|---|---|
| | 630100 | Shampoo Carpet - One Time | .82 | 1.05 | |
| | 630200 | Shampoo Carpet - 2 Days | 1.64 | 2.15 | |
| | 630300 | Shampoo Carpet - 3 Days | 2.46 | 3.20 | |

### PORTER SERVICE *(per day)*

- Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.

| Qty (# days) | Part # | Description | Advance Price | Show Site Price | Total |
|---|---|---|---|---|---|
| | 620500 | Exhibit Area / Under 500 sq.ft. | 130.95 | 170.25 | |
| | 6201500 | Exhibit Area / 501 - 1,500 sq. ft. | 161.35 | 209.75 | |
| | 6202500 | Exhibit Area / 1,501 - 2,500 sq. ft. | 192.25 | 249.95 | |
| | 6203500 | Exhibit Area / Over 2,500 sq.ft. | Call for Quote | | |

**TOTAL COST**

| Sub-Total | + | N/A %Tax | = | Total Cost |
|---|---|---|---|---|

**F R E E M A N**
901 E. South Street
Anaheim, Ca 92805
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FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

# FREEMAN exhibit packages

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance please call (714) 254-3410 to speak with one of our experts.

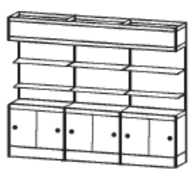
**For fast, easy ordering, go to www.myfreemanonline.com**

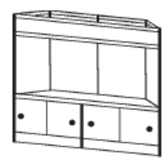
**All Exhibits Include:** **Installation & Dismantle of Exhibit**
**Material Handling of Exhibit**
**Classic Carpet with Nightly Vacuuming**
**2 Arm Lights (per 100 sq. ft.)**

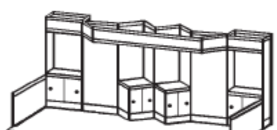
***To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.***

## PACKAGES

| Package | Discount Price | Standard Price | Part# |
|---|---|---|---|
| A. FREE STANDING COUNTER | 2,422.80 | 3,149.65 | ☐ Part# 1710201 |
| B. CURVED BACK WALL EXHIBIT | 2,118.40 | 2,753.90 | ☐ Part# 1710300 |
| C. BACK WALL COUNTER EXHIBIT | 2,624.55 | 3,411.90 | ☐ Part# 1710400 |
| D. 3 SHELF 10' X 10' EXHIBIT | 3,229.95 | 4,198.95 | ☐ Part# 1710500 |
| E. 10' X 20' ANGLED EXHIBIT | 6,460.30 | 8,398.40 | ☐ Part# 1710600 |
| F. 20' X 20' ISLAND EXHIBIT | 14,131.45 | 18,370.90 | ☐ Part# 1710800 |








**Orders received after the deadline date or without payment will be charged the Standard Rate and are subject to availability.**
**Orders cancelled after production begins are subject to a 100% Cancellation Charge.**

## CHOOSE YOUR PANEL

☐ **BLUE FABRIC** ☐ **GRAY FABRIC**
☐ **BLACK FABRIC** ☐ **WHITE HARDWALL**
☐ **WHITE PERFBOARD**

## CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. Please choose from the following available colors:

☐ Black ☐ Gray ☐ Red
☐ Blue ☐ Green ☐ Teal
☐ Burgundy ☐ Plum ☐ Tuxedo

You may upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in **28 oz.** and **40 oz.** weight. Refer to our enclosed Carpet order form for color selections and pricing.

## LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).
Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.

## HEADER IDENTIFICATION SIGN

Check the font style for your header identification sign, and then indicate your color preference.

☐ CLARENDON MEDIUM ☐ ENVIRO
☐ EUROSTILE BOLD ☐ HELVETICA BOLD
☐ TIMES NEW ROMAN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

**Letter color desired:** ____________________

Indicate exactly how you want your company name to appear:

## CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

☐ Upgrade Carpet
☐ Custom Logo Header
☐ Creating a Custom Exhibit

## TOTAL COST

| ________ + | ________ = | ________ |
|---|---|---|
| Sub-Total | 8.5 % Tax | Total Cost |

**F R E E M A N**
901 E. South Street
Anaheim, Ca 92805
(714) 254-3410     Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE**
**JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

# FREEMAN rental exhibits

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

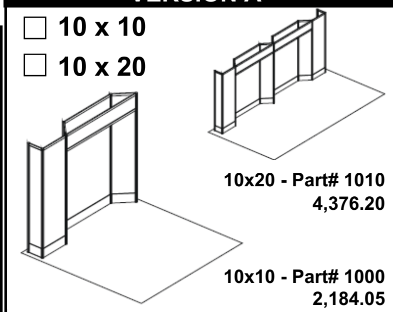
For Assistance please call (714) 254-3410 to speak with one of our experts.

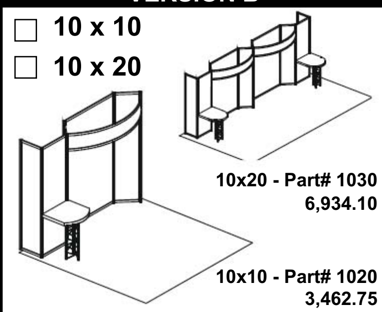
**For fast, easy ordering, go to www.myfreemanonline.com**

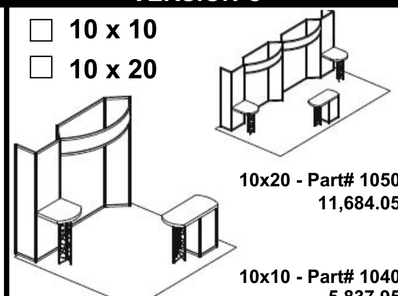
**All Exhibits Include:** **Installation & Dismantle of Exhibit**
**Material Handling of Exhibit**
**Classic Carpet with Nightly Vacuuming**
**2 Arm Lights (per 10' unit)**

***To place your order, please check the appropriate box and complete the reverse side.***

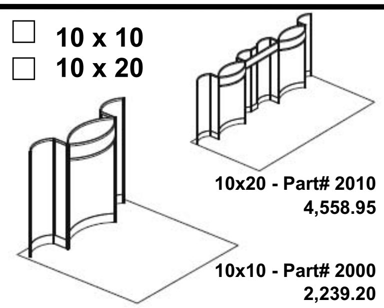
## SYSTEM 1 OPTIONS

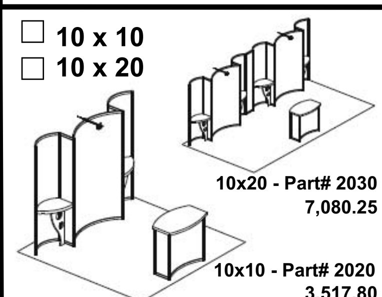
**VERSION A**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 1010 — 4,376.20
10x10 - Part# 1000 — 2,184.05

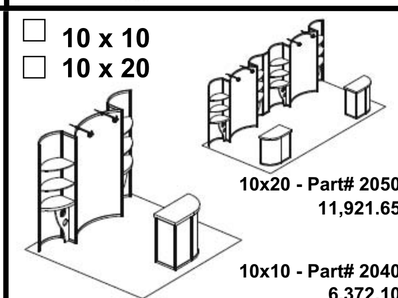
**VERSION B**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 1030 — 6,934.10
10x10 - Part# 1020 — 3,462.75

**VERSION C**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 1050 — 11,684.05
10x10 - Part# 1040 — 5,837.95

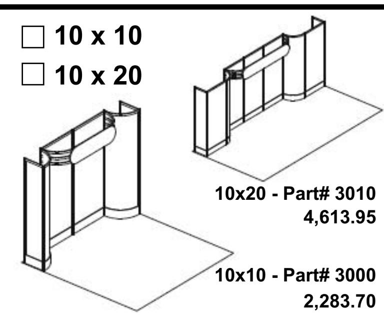
## SYSTEM 2 OPTIONS

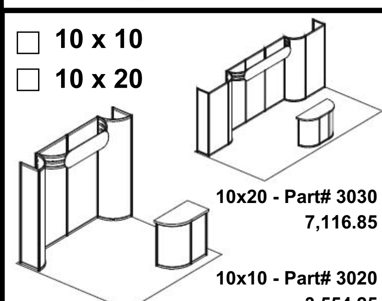
**VERSION A**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 2010 — 4,558.95
10x10 - Part# 2000 — 2,239.20

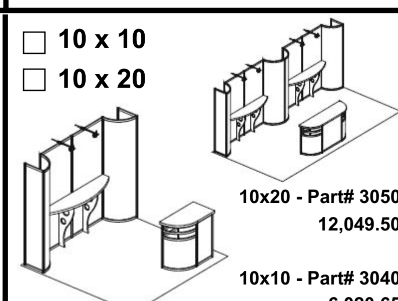
**VERSION B**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 2030 — 7,080.25
10x10 - Part# 2020 — 3,517.80

**VERSION C**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 2050 — 11,921.65
10x10 - Part# 2040 — 6,372.10

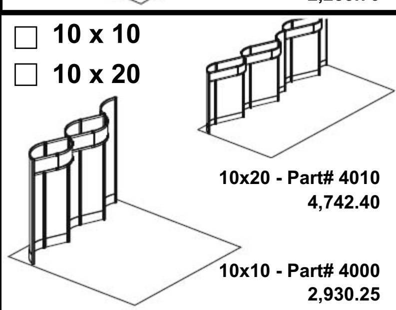
## SYSTEM 3 OPTIONS

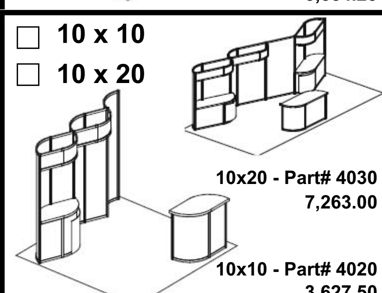
**VERSION A**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 3010 — 4,613.95
10x10 - Part# 3000 — 2,283.70

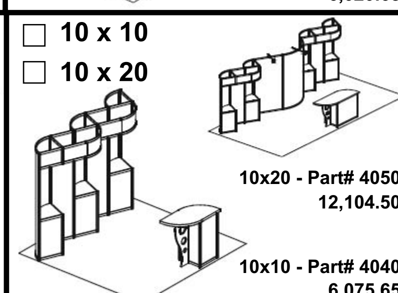
**VERSION B**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 3030 — 7,116.85
10x10 - Part# 3020 — 3,554.25

**VERSION C**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 3050 — 12,049.50
10x10 - Part# 3040 — 6,020.65

## SYSTEM 4 OPTIONS

**VERSION A**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 4010 — 4,742.40
10x10 - Part# 4000 — 2,930.25

**VERSION B**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 4030 — 7,263.00
10x10 - Part# 4020 — 3,627.50

**VERSION C**
☐ 10 x 10
☐ 10 x 20

10x20 - Part# 4050 — 12,104.50
10x10 - Part# 4040 — 6,075.65

## CUSTOM EXHIBITS & EXHIBITS LARGER THAN 10 X 20

☐ **An Exhibitor Sales Specialist will contact you to assist in creating a unique exhibit**
***Electrical power and labor to install lights must be ordered separately**
***Custom Graphics must be ordered separately**

FREEMAN rental exhibits

NAME OF SHOW: TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

## CHOOSE YOUR PANELS

**VERSION A**

- ☐ **BLUE FABRIC**
- ☐ **GRAY FABRIC**
- ☐ **BLACK FABRIC**
- ☐ **WHITE HARDWALL**

**VERSIONS B & C (HARDWALL)**

- ☐ **BEIGE**
- ☐ **NAVY**
- ☐ **FOREST GREEN**
- ☐ **WHITE**
- ☐ **BLACK**

## CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. Please choose from the following available colors:

| | | |
|---|---|---|
| ☐ Black | ☐ Gray | ☐ Red |
| ☐ Blue | ☐ Green | ☐ Teal |
| ☐ Burgundy | ☐ Plum | ☐ Tuxedo |

You may upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in **28 oz.** and **40 oz.** weight. Refer to our enclosed Carpet order form for color selections and pricing.

## LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit). **Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.**

## QUICK TIPS

- Please see the **Exhibit Accessories** order form, or contact our Exhibitor Sales Specialist to assist in selecting custom accessories for your exhibit.
- Consider ordering floral accessories to enhance your exhibit on the **Floral Services** order form.
- If you are shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**
- **Orders cancelled after production begins are subject to a 100% Cancellation Charge.**

## HEADER IDENTIFICATION SIGN

**VERSIONS A & B**

Circle the font style for your header identification sign, and then indicate your color preference.

- ☐ CLARENDON MEDIUM
- ☐ ENVIRO
- ☐ EUROSTILE BOLD
- ☐ HELVETICA BOLD
- ☐ TIMES NEW ROMAN

**Other** ______________________

**Indicate color of background:**

- ☐ Beige ☐ Navy ☐ White
- ☐ Black ☐ Forest Green

Indicate which color lettering you would like.We have a wide variety of standard colors available.

**Letter color desired:** ______________________

Indicate exactly how you want your company name to appear:

**10' X 20' Rental Exhibits:** indicate copy of second header: (*Only applies to units pictured with a second header*)

☐ **VERSION C**

An Exhibitor Sales Specialist will contact you to assist with your custom graphics.

### CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- ☐ Upgrade Carpet
- ☐ Custom Logo Header
- ☐ Creating a Custom Exhibit

**TOTAL COST**

______ + ______ = ______

Sub-Total 8.5 % Tax Total Cost

**FREEMAN**

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com


**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN exhibit accessories

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

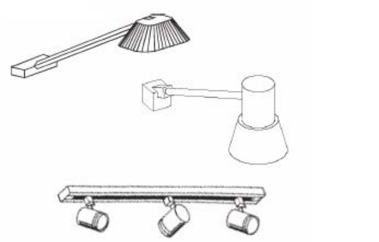
E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

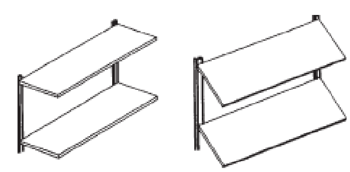
**For fast, easy ordering, go to www.myfreemanonline.com**

## ACCESSORIES FOR RENTAL UNITS

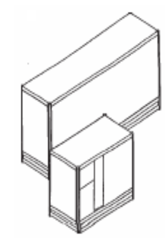
### LIGHTS (use only on rentals)



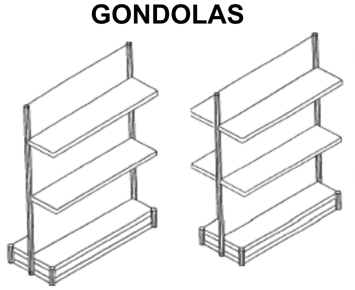
### SHELVES (use only on rentals)



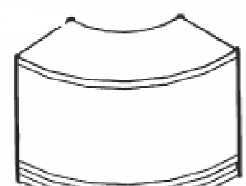
### CABINETS



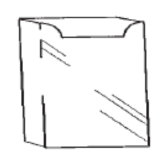
### GONDOLAS



### RADIUS COUNTER (does not have doors)



### LITERATURE POCKETS



#### LIGHT FIXTURES
(electrical service & labor to install lights not included)

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ___ | 17251 | Arm Light (200w) ...... | 130.90 | 170.15 | ___ |
| ___ | 172514 | 4' Tracklight (3 lights) | 341.30 | 443.70 | ___ |
| ___ | 17252 | Halogen Light .......... | N/A | N/A | ___ |

#### CABINETS & LOCKS

Cabinets
☐ Black Fabric ☐ Blue Fabric ☐ Gray Fabric ☐ White PVC

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ___ | 17305 | 1M x ½M x 36" High............. | 625.80 | 813.55 | ___ |
| ___ | 17306 | 1M x ½M x 42" High............. | 706.35 | 918.25 | ___ |
| ___ | 17308 | 2M x ½M x 36" High............. | 1,009.45 | 1,312.30 | ___ |
| ___ | 17309 | 2M x ½M x 42" High............. | 1,090.00 | 1,417.00 | ___ |
| ___ | 173010 | 1M Radius x ½M x 36" High. | 1,110.00 | 1,443.00 | ___ |
| ___ | 173011 | 1M Radius x ½M x 42" High.. | 1,206.25 | 1,568.15 | ___ |
| | | (Radius Cabinets do not have doors) | | | |
| ___ | 17301 | Cabinet Lock ..................... | 26.25 | 34.15 | ___ |

Inside Shelves Available ........... Quoted on Request

#### GONDOLAS

Gondolas
☐ Blue Fabric ☐ Gray Fabric ☐ Perfboard ☐ White PVC

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ___ | 174541 | Single Sided 1M x 4' High... | 363.70 | 472.80 | ___ |
| ___ | 174542 | Double Sided 1M x 4' High.. | 484.65 | 630.05 | ___ |
| ___ | 174581 | Single Sided 1M x 8' High... | 727.45 | 945.70 | ___ |
| ___ | 174582 | Double Sided 1M x 8' High.. | 969.25 | 1.260.05 | ___ |

#### SHELVES

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ___ | 17201 | 1M Straight (37" x12") ...... | 88.45 | 115.00 | ___ |
| ___ | 17206 | 1M Angled (37" x 12") ....... | 88.45 | 115.00 | ___ |

#### LITERATURE POCKETS

| Qty | Part # | Description | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|
| ___ | 174015 | For 8½ x 11 Literature ...... | 30.80 | 40.05 | ___ |

#### TOTAL COST

______ + ______ = ______
Sub-Total 8.5% Tax Total Cost

Don't see what you need?
Please call an Exhibitor Sales Specialist at (714) 254-3410.

**** Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.***

09/07 (215636)

**F R E E M A N**
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FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN totalflex

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

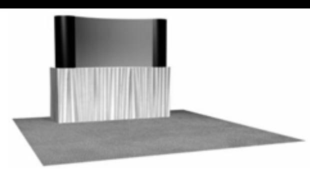
CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## TABLE TOP UNIT



**RENTAL**

| Size | Price | QTY | TOTAL |
|---|---|---|---|
| 40"H x 6'W | 853.65 | ______ | ______ |
| 40"H x 8'W | 990.15 | ______ | ______ |

**PURCHASE***

| Size | Price | QTY | TOTAL |
|---|---|---|---|
| 40"H x 6'W | 928.20 | ______ | ______ |
| 40"H x 8'W | 1,262.10 | ______ | ______ |

*Shipping Not Included

**Rental Units Include:**
Draped Table (select color below)
Classic Carpet 9' X 10 '(select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-200 Watt Halogen Light (Electrical service & labor not included)

**Purchase Units Include:**
1-Case
One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:

**Fabric Panel Colors for All Units:** ☐ Black ☐ Gray

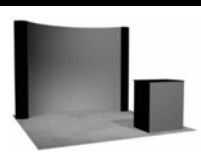
**Additional Fabric Panel Colors for Purchase Units Only:**
☐ Blaze Red ☐ Blueberry ☐ Emerald ☐ Silver

***Other Colors Also Available for Purchase Units**

**9' x 10' Classic Carpet:** ☐ Black ☐ Blue ☐ Burgundy ☐ Green ☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ Tuxedo

**Table Drape:**
☐ Black ☐ Blue ☐ Burgundy ☐ Dark Green ☐ Gold
☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ White

## FLOOR UNIT



**RENTAL**

| Size | Price | QTY | TOTAL |
|---|---|---|---|
| 8'H x 8'W | 1,398.60 | ______ | ______ |
| 8'H x 10'W | 1,667.40 | ______ | ______ |

**PURCHASE***

| Size | Price | QTY | TOTAL |
|---|---|---|---|
| 8'H x 8'W | 2,106.30 | ______ | ______ |
| 8'H x 10'W | 2,472.75 | ______ | ______ |

*Shipping Not Included

**Rental Units Include:**
Classic Carpet 9' X 10' (select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-Podium - 8'H X 10;W unit only
2-200 Watt Halogen Lights (Electrical service & labor not included)

**Purchase Units Include:**
2-Cases
One Time Installation & Dismantle
1-Podium - 8'H X 10'W unit only

Header Identification Sign - (white with black text) Indicate copy below:

**Fabric Panel Colors for All Units:** ☐ Black ☐ Gray

**Additional Fabric Panel Colors for Purchase Units Only:**
☐ Blaze Red ☐ Blueberry ☐ Emerald ☐ Silver

***Other Colors Also Available for Purchase Units**

**9' x 10' Classic Carpet:** ☐ Black ☐ Blue ☐ Burgundy ☐ Green ☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ Tuxedo

## CUSTOM GRAPHIC / PHOTO PANELS

☐ Our custom graphic panels can dramatically enhance your exhibit's appearance.
Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

## OPTIONAL ACCESSORIES

| | | RENTAL | | | PURCHASE | | |
|---|---|---|---|---|---|---|---|
| Part # | Description | Qty | Price | Total | Qty | Price | Total |
| 1715800 | 2-200 Watt Halogen Light Kit | ______ | 171.15 | ______ | ______ | 220.50 | ______ |
| 1715801 | 1-200 Watt Halogen Light Kit | ______ | 89.25 | ______ | ______ | 160.65 | ______ |
| 1715802 | Straight Shelf | ______ | 68.25 | ______ | ______ | 111.30 | ______ |
| 1715803 | Angled Shelf | ______ | 68.25 | ______ | ______ | 111.30 | ______ |

## QUICK TIPS

* If shipping literature or products, material handling rates will apply.

* Order in advance to save time, money and ensure availability.
**Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**

**PURCHASE UNITS TOTAL COST**

______ + ______ = ______
Sub-Total 8.5% Tax Total Cost

**RENTAL UNITS TOTAL COST**

______ + ______ = ______
Sub-Total 8.5% Tax Total Cost

**FREEMAN**

901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN graphics & signs

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## GRAPHICS & SIGNS

**To order your graphics, complete this order form and attach your sign copy or electronic file.**
**Please see artwork guidelines for electronic files on page 2 of this form.**
**Note: All graphics are subject to a 100% Cancellation Charge.**

## DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

________ **L X** ________ **W =** ________ **sq.ft.**

**sq. ft.** ________ **x** **$ 15.80 per sq. ft. discount price** **or** **$ 23.70 per sq. ft. standard price** **= $** ________

- **Minimum order per graphic 9 sq. ft. (1296 sq. in.)**
- **Double sq. ft. for double-sided graphics**
- **Round sq. ft. to next whole increment**
- **File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)**

## LARGE DIGITAL GRAPHICS

**Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.**

File Information:

Electronic File Name ________

Application ________

PMS Colors ________

**Backing Material:**

Foamcore ☐ Masonite ☐
PVC ☐ Plexi ☐
Gatorfoam ☐ Other ☐

Vertical ☐ Horizontal ☐ Use Your Judgment For Sign Layout ☐

**Special Instructions** ________

## STANDARD SIZES

**CHOOSE YOUR SIZE:**

| Size | QTY. | | Discount Price | Standard Price | | TOTAL |
|---|---|---|---|---|---|---|
| 7" x 11" | ________ | @ | 69.60 | 104.40 | = | ________ |
| 7" x 22" | ________ | @ | 71.40 | 107.10 | = | ________ |
| 7" x 44" | ________ | @ | 73.20 | 109.80 | = | ________ |
| 9" x 44" | ________ | @ | 77.50 | 116.25 | = | ________ |
| 11" x 14" | ________ | @ | 85.60 | 128.40 | = | ________ |
| 14" x 22" | ________ | @ | 87.80 | 131.70 | = | ________ |
| 14" x 44" | ________ | @ | 104.80 | 157.20 | = | ________ |
| 22" x 28" | ________ | @ | 110.10 | 165.15 | = | ________ |
| 28" x 44" | ________ | @ | 132.95 | 199.45 | = | ________ |
| 20" x 60" (white only) | ________ | @ | 217.15 | 325.75 | = | ________ |

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

## INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.

Vertical ☐ Horizontal ☐ Use Your Judgment For Sign Layout ☐

Background Color: ________

Lettering Color: ________

**TOTAL COST**

________ + ________ = ________
Sub-Total 8.5 % Tax Total Cost

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

*Our desire is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.*

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:

- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:

- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:

- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

### ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

### ACCEPTABLE FILE TYPES

Files that Freeman **can use** in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman **cannot use** to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

### WAYS TO SEND ARTWORK

• Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)

•Files may also be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (714) 254-3410 for assistance.

**F R E E M A N**

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE**
**DEADLINE DATE**
**JANUARY 30, 2009**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN hanging sign labor

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________________ BOOTH #: ____________

CONTACT NAME: ______________________________ PHONE #: ____________

E-MAIL ADDRESS ______________________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## HANGING SIGN LABOR AND EQUIPMENT

### INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled, installed by Freeman. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST arrive no later than one week prior to the first exhibitor move-in day. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify FDC immediately for special authorization.

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner __________ Metal or Wood ______ Other _______

Shape: Square ________ Triangle _____ Rectangle ______ Other _____

Size: Height ____________ Length __________ Width ___________

Weight of Sign: ______________________________

Does Your Sign Require Electricity ______________ Assembly _______

### PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.

________ Feet in from the back Aisle # ______________

________ Feet in from the Left Aisle # __________

________ Feet in from the Right Aisle # _________

________ Feet in from the front Aisle # ______________

Number of feet from floor to top of sign: ______________

### EQUIPMENT & LABOR RATES TO HANG SIGNS

STRAIGHT TIME
8:00 a.m. to 5:00 p.m., Monday through Friday

OVERTIME
5:00 p.m. to 8:00 a.m., Monday through Friday, all day Saturday, Sunday and Holidays

MATERIALS
Cable, clamps, etc. additional and charged accordingly

____ 1523120 12" Box Truss @ $ 21.75/lnft = _____

____ 1529004 Chain Motor -½ ton @ $479.60 ea = _____

***Items ordered at show site will have an additional 30% added**

EQUIPMENT WITH CREW

- Rates are per lift and crew per hour
- One hour minimum per lift and crew

| | STRAIGHT TIME | OVERTIME |
|---|---|---|
| CONDOR | | |
| Condor and crew | | |
| Advance Price............................. | $606.90 | $789.00 |
| Show Site Price........................... | $788.90 | $1,025.60 |

INSTALLATION ESTIMATE

Approx Hours Hourly Rate Total Estimated Cost

_____________ @ ___________ = __________________

__________________ Date __________________ Time

DISMANTLE ESTIMATE

Approx Hours Hourly Rate Total Estimated Cost

_____________ @ ___________ = __________________

__________________ Date __________________ Time

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman at an additional cost, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly and disassembly:
____ Freeman I&D
____ Exhibitor Personnel
____ Display House

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

F R E E M A N
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Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE**
**DEADLINE DATE**
**JANUARY 30, 2009**

PLEASE INCLUDE THIS FORM
WITH YOUR HANGING
SIGN ORDER FORM

# STRUCTURAL INTEGRITY STATEMENT
# THIS FORM MUST BE RETURNED
# FOR ALL SUSPENDED STRUCTURES

________________________________________, the contracted exhibitor at the exhibitor at the **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009** and (if applicable)________________, the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **MINERALS METALS MATERIALS SOC, MOSCONE CENTER, FREEMAN,** and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: ________________________________ Booth #:______

Authorized Signature: ____________________________________________

Printed Name:_____________________________________ Date: ________

E-Mail: __________________________________________________________

Display House/Builder (if applicable): ________________________________

Authorized Signature: ____________________________________________

Printed Name:_____________________________________ Date: ________

Please complete and return form to:

FREEMAN
901 E. SOUTH STREET
ANAHEIM, CA 92805

11/06 (215636)
08-09 SFMW

# UNION JURISDICTIONS IN THE SAN FRANCISCO BAY AREA

You may appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction the various unions have, please read the following:

## DISPLAY LABOR

By definition, the installation or dismantling of exhibits which requires the use of hand tools, or takes one person more than 30 minutes, or exceeds ten feet in any direction, falls within the jurisdiction of the Local 510 of the Sign Display and Crafts Union. You can handle and set out the products you manufacture; however, all background materials - display boards, backdrops, stands - anything the products are displayed upon, attached to, or made part of, and laying of floor tile and carpets must be installed by union labor. Labor can be ordered in advance by returning the Display Labor order form, or on show site at Freeman Service Center.

## MATERIAL HANDLING

The Teamsters Union Local 85 has jurisdiction over all unloading and reloading of materials. The Union also has jurisdiction over the operation of all material handling equipment - this includes all dollies and hand trucks.

You may hand carry only what you can manage by yourself (one person) in one trip, using no equipment. Since hand carried materials may not come through the freight entrance, show management will designate a specific entrance for hand carried items. Current union jurisdiction precludes hotel personnel from delivering material to exhibit booths.

## TIPPING

Freeman requests that exhibitors do not tip our employees. They are paid an excellent wage scale denoting a professional status, and we believe that tipping is not necessary. This applies to all Freeman employees. Any request for such should be brought to the attention of a Freeman Representative at Freeman Service Center.

## SAFETY

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Freeman cannot be responsible for injuries or falls caused by improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Display Labor order form and the necessary ladders and tools will be provided.

## IN GENERAL

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions arising with regard to the Union's jurisdiction or practices must be directed to a FREEMAN management representative.

**F R E E M A N**

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN material handling

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #: ______________

CONTACT NAME: ______________________ PHONE #: ______________

E-MAIL ADDRESS ______________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.myfreemanonline.com, select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

## MATERIAL HANDLING SERVICES

**CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

**SPECIAL HANDLING:** (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, Airborne Express, DHL** and **UPS** are included in this category due to their delivery procedures.

**UNCRATED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

**STRAIGHT TIME:** 8:00 A.M. to 5:00 P.M. Monday through Friday

**OVERTIME:** 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

***Please note: All inbound show site shipments received on Saturday and Sunday, and all outbound shipments processed after 5:00 p.m. will be assessed overtime charges.

| Description | Price Per CWT | 200 lb. Minimum |
|---|---|---|
| **RATE CLASSIFICATIONS:** | | |
| **Warehouse Shipment Delivered on or Before FEBRUARY 06, 2009 (200 lb. minimum)** | | |
| Crated or Skidded Shipment | $ 94.80 | 189.60 |
| Special Handling Shipment | $ 123.30 | 246.60 |
| **Show Site Shipment Deliver Only on FEBRUARY 14-16, 2009 (200 lb. minimum)** | | |
| Crated or Skidded Shipment | $ 100.80 | 201.60 |
| Special Handling Shipment | $ 131.10 | 262.20 |
| Uncrated or Pad Wrapped Shipment | $ 151.20 | 302.40 |
| **Small Package - Maximum weight is 30 lbs per shipment*** | | |
| First Carton | $ 46.80 | |
| Each Additional Carton | $ 12.10 | |
| **ADDITIONAL SURCHARGES:** | | |
| **Shipment Delivered after Deadline Date (in addition to above rates)** | | |
| Warehouse Shipment after FEBRUARY 06, 2009 | $ 23.70 | 47.40 |
| Show Site Shipment after Show Opening | $ 25.20 | 50.40 |
| Small Package - First Carton | $ 11.70 | |
| Small Package - Each Additional Carton | $ 3.10 | |
| **Overtime Charge - Inbound (in addition to above rates)** | | |
| Crated or Skidded Shipment | $ 25.20 | 50.40 |
| Special Handling Shipment | $ 32.80 | 65.60 |
| Uncrated or Pad Wrapped Shipment | $ 37.80 | 75.60 |
| **Overtime Charge - Outbound (in addition to above rates)** | | |
| Crated or Skidded Shipment | $ 25.20 | 50.40 |
| Special Handling Shipment | $ 32.80 | 65.60 |
| Uncrated or Pad Wrapped Shipment | $ 37.80 | 75.60 |
| **Mobile Unit Spotting Fee** | $ 244.90 | |

*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

| Description | Weight CWT | Price per CWT | Estimated Total Cost (200 lb. Min.) |
|---|---|---|---|
| | ÷ 100 = | | |
| Surcharges | ÷ 100 = | | |
| | | 8.50% Tax | N/A |
| | | Total | |

### Tips to Save on Material Handling

- Consolidate shipments - when total weight is less than 200 lbs. For Example:

3 Separate Shipments
60 lbs. charged @ 200 lbs. $ 189.40
52 lbs. charged @ 200 lbs. $ 189.40
65 lbs. charged @ 200 lbs. $ 189.40 = $568.20

1 Consolidated Shipment
3 pieces (1 shipment)
177 lbs. charged @ 200 lbs = $189.40

Added benefit - your shipments are less likely to get misplaced if they are packaged together with larger items.

# SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.myfreemanonline.com

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, carpet/pad only shipments or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

**What is Ground Loading/Unloading?**
Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

**What is Constricted Space Loading/Unloading?**
Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

**What is Designated Piece Loading/Unloading?**
Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

**What are Stacked Shipments?**
Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

**What is Shipment Integrity?**
Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

**What is Alternate Delivery Location?**
Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

**What are Mixed Shipments?**
Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

**What does it mean if I have "No Documentation"?**
Shipments arrive from a small package carrier (including, among others, Federal Express, Airborne Express, DHL and UPS) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

**What about carpet only shipments?**
Shipments that consist of carpet and/or carpet padding only require special handling because of additional labor and equipment to unload.

**What is the difference between Crated and Uncrated Shipments?**
Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting bars and hooks.

FREEMAN

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

**ADVANCE PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN forklift / rigging labor

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ____________________ BOOTH #: ____________

CONTACT NAME: ____________________ PHONE #: ____________

E-MAIL ADDRESS ____________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## RIGGING EQUIPMENT AND LABOR (One Hour Minimum per Worker)

**Straight Time -** 8:00 A.M. to 5:00 P.M. Monday through Friday
**Overtime -** 5:00 P.M. to 8:00 A.M. Monday through Friday
ALL DAY Saturday, SUnday and Holidays

- **Show site prices will apply to all orders placed at show site.**
- Start time guaranteed only at start of working day.
- Supervisor must check in at Service Desk to pickup labor.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Additional crew, equipment and or larger equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Cable, clamps, shackles, turnbuckles, etc. are additional and will be charged accordingly.

| | Description | Price/Hour Advance | Price/Hour Show Site |
|---|---|---|---|
| **Forklift Labor** | | | |
| 504400 | Forklift w/operator up to 5,000 lbs ST | $ 175.20 | $ 227.80 |
| 504401 | Forklift w/operator up to 5,000 lbs OT | $ 263.70 | $ 342.90 |
| 504600 | Forklift w/operator up to 10,000 lbs ST | $ 199.00 | $ 258.70 |
| 504601 | Forklift w/operator up to 10,000 lbs OT | $ 287.50 | $ 373.80 |
| 504602 | Forklift w/operator up to 15,000 lbs ST | $ 228.20 | $ 296.70 |
| 504603 | Forklift w/operator up to 15,000 lbs OT | $ 316.70 | $ 411.80 |
| 504700 | Forklift w/operator 4-Stage ST | $ 251.30 | $ 326.70 |
| 504701 | Forklift w/operator 4-Stage OT | $ 339.80 | $ 441.80 |
| **Rigging Labor*** | | | |
| 504800 | Rigger Foreman ST | $ 119.00 | $ 154.70 |
| 504801 | Rigger Foreman OT | $ 207.50 | $ 269.80 |
| 504900 | Rigger ST | $ 115.50 | $ 150.20 |
| 504901 | Rigger OT | $ 203.50 | $ 264.60 |

*When moving or placing machinery, the applicable rate of a Rigger Foreman will be added to the Forklift charges

### INSTALLATION

| Part # | Description | Date | Start Time | # of Equip/ Person | Approx Hrs per Person | Total Hours | Hourly Rate | Estimated Total Cost |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | Sub-Total | |
| | | | | | | | Tax | N/A |
| | | | | | | | **Total** | |

**Lift Capacity** ____________ **Height Required** ____________

**Describe work to be done:** ____________

### DISMANTLE

| Part # | Description | Date | Start Time | # of Equip/ Person | Approx Hrs per Person | Total Hours | Hourly Rate | Estimated Total Cost |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | Sub-Total | |
| | | | | | | | Tax | N/A |
| | | | | | | | **Total** | |

**Lift Capacity** ____________ **Height Required** ____________

**Describe work to be done:** ____________

**FREEMAN**

**1-800-995-3579**

**COMPLETE THIS FORM ONLY IF YOU ARE SHIPPING YOUR EXHIBIT MATERIALS BY FREEMAN EXHIBIT TRANSPORTATION**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN exhibit transportation

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: ______ BOOTH #: ______ BOOTH SIZE: ______ X ______

CONTACT NAME : ______ PHONE #: ______

E-MAIL ADDRESS : ______

For Assistance, please call 1-800-995-3579 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information: 1-800-995-3579

### COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

### PICK UP INFORMATION

Requested Pick Up Date: ______

SHIPPER NAME ______

SHIPPER ADDRESS ______

______

______

(City) (State) (Zip)

### DESTINATION

☐ I will be shipping to the **WAREHOUSE**

**FREEMAN / Exhibiting Company Name / Booth #**

**TMS 2009 ANNUAL MEETING & EXHIBITION**

C/O: FREEMAN
YELLOW FREIGHT SYSTEMS, 201 HASKINS WAY
S SAN FRANCISCO, CA 94080

**MUST BE DELIVERED BY FEBRUARY 06, 2009**

☐ I will be shipping to **SHOW SITE**

**FREEMAN / Exhibiting Company Name / Booth #**
**TMS 2009 ANNUAL MEETING & EXHIBITION**
C/O: FREEMAN
MOSCONE CENTER
WEST HALL, 800 HOWARD ST
SAN FRANCISCO, CA 94103-3181

**CANNOT BE DELIVERED BEFORE FEBRUARY 14, 2009**

### TYPE OF SERVICE

☐ 1 Day: Delivery next business day (before 5:00 PM)
☐ 2 Day: Delivery by 5:00 PM second business day
☐ Deferred: Delivery within 3 - 4 business days
☐ Declared Value $ ______

**Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.**

☐ Standard Ground: Dependent on distance
☐ Expedited Ground: Tailored to specific requirements
☐ Specialized:Pad wrapped, uncrated, truck load

### SHIPPING INFORMATION

**Items to be shipped**

| Number of Pieces | Item | Est. Weight |
|---|---|---|
| ____ | Crates (wooden) | ______ |
| ____ | Cartons (cardboard) | ______ |
| ____ | Cases/Trunks (fiber) (color ______ ) | ______ |
| ____ | Skids/Pallets | ______ |
| ____ | Carpet (color ______ ) | ______ |
| ____ | Other ( ______ ) | ______ |
| ____ | Total | ______ |

Size of largest piece: (H) ______ (W) ______ (L) ______

**NOTE: Shipments will be weighed and measured prior to delivery.**

### OUTBOUND SHIPPING

☐ I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

______

______

______

______

Number of Labels : ______

**FAX THIS COMPLETED FORM TO:**

**(817) 385-0983**

**A TRANSPORTATION SPECIALIST WILL CALL YOU TO CONFIRM RECEIPT OF ORDER AND FINALIZE DETAILS.**

**SHOW #** (215636)

09/07

**F R E E M A N**

# R U S H

***D O N O T D E L A Y***

*MUST DELIVER BY FEBRUARY 06, 2009*

**TO:** ______________________________

***EXHIBITOR NAME***

**C/O: FREEMAN**
**YELLOW FREIGHT SYSTEMS**
**201 HASKINS WAY**
**S SAN FRANCISCO, CA 94080**

# WAREHOUSE

EVENT: ***TMS 2009 ANNUAL MEETING & EXHIBITION***

BOOTH NO.________NO.______OF______PCS.


**F R E E M A N**

# R U S H

***D O N O T D E L A Y***

*MUST DELIVER BY FEBRUARY 06, 2009*

**TO:** ______________________________

***EXHIBITOR NAME***

**C/O: FREEMAN**
**YELLOW FREIGHT SYSTEMS**
**201 HASKINS WAY**
**S SAN FRANCISCO, CA 94080**

# WAREHOUSE

EVENT: ***TMS 2009 ANNUAL MEETING & EXHIBITION***

BOOTH NO.________NO.______OF______PCS.


THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

# F R E E M A N

# R U S H

***D O N O T D E L A Y***

*CANNOT DELIVER BEFORE FEBRUARY 14, 2009*

**TO:** ______________________________

***EXHIBITOR NAME***

**C/O: FREEMAN**
**MOSCONE CENTER**
**WEST HALL**
**800 HOWARD ST**
**SAN FRANCISCO, CA 94103-3181**

# SHOW SITE

EVENT: ***TMS 2009 ANNUAL MEETING & EXHIBITION***

BOOTH NO: ________ NO. _____ OF _____ PCS


# F R E E M A N

# R U S H

***D O N O T D E L A Y***

*CANNOT DELIVER BEFORE FEBRUARY 14, 2009*

**TO:** ______________________________

***EXHIBITOR NAME***

**C/O: FREEMAN**
**MOSCONE CENTER**
**WEST HALL**
**800 HOWARD ST**
**SAN FRANCISCO, CA 94103-3181**

# SHOW SITE

EVENT: ***TMS 2009 ANNUAL MEETING & EXHIBITION***

BOOTH NO: ________ NO. _____ OF _____ PCS


THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

# FREEMAN

**RUSH**

***DO NOT DELAY***

DEADLINE DATE

One Week Prior to First Day of Exhibitor Move-In

**TO:** ______________________________

**EXHIBITOR NAME**

**C/O** **FREEMAN**
**YELLOW FREIGHT SYSTEMS**
**201 HASKINS WAY**
**SOUTH SAN FRANCISCO, CA 94080**

# HANGING SIGN

**TMS 2009 ANNUAL MEETING & EXHIBITION**

**BOOTH #** __________ **NO. OF PIECES** __________

**CARRIER** ______________________________


# FREEMAN

**RUSH**

***DO NOT DELAY***

DEADLINE DATE

One Week Prior to First Day of Exhibitor Move-In

**TO:** ______________________________

**EXHIBITOR NAME**

**C/O** **FREEMAN**
**YELLOW FREIGHT SYSTEMS**
**201 HASKINS WAY**
**SOUTH SAN FRANCISCO, CA 94080**

# HANGING SIGN

**TMS 2009 ANNUAL MEETING & EXHIBITION**

**BOOTH #** __________ **NO. OF PIECES** __________

**CARRIER** ______________________________


THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE. PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY. IF MORE LABELS ARE NEEDED COPIES ARE ACCEPTABLE.

FREEMAN outbound shipping

**FREEMAN**
901 E. South Street
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

**OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS**

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: ____ BOOTH #: ____ BOOTH SIZE: ____ X ____

CONTACT NAME : ____ PHONE #: ____

E-MAIL ADDRESS : ____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

**EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.**

## SHIPPING INFORMATION

**FROM:** SHIPPER/EXHIBITOR NAME: ____

BILLING ADDRESS: ____

CITY: ____ STATE/ PROVINCE: ____ ZIP/ POSTAL CODE: ____

**SHIP TO:** COMPANY NAME: ____

DELIVERY ADDRESS: ____

____

CITY: ____ STATE/ PROVINCE: ____ ZIP/ POSTAL CODE: ____

PHONE#: ____ ATTN: ____

SPECIAL INSTRUCTIONS: ____

## METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

**FREEMAN EXHIBIT TRANSPORTATION**

- ☐ 1 Day: Delivery next business day
- ☐ 2 Day: Delivery by 5:00 P.M. second business day
- ☐ Expedited
- ☐ Deferred: Delivery within 3-4 business days
- ☐ Standard Ground
- ☐ Specialized: Pad wrapped, uncrated, or truckload

☐ OTHER COMMON CARRIER ____

☐ OTHER VAN LINE ____

☐ OTHER AIR FREIGHT ____

☐ Next Day ☐ 2nd Day ☐ Deferred

CARRIER PHONE #: ____

**Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.**

**Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.**

**SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.**

**Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. During exhibitor move-out, when time permits, Freeman will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.**

## DESIRED NUMBER OF LABELS: ____

**FREEMAN**
901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801

FREEMAN electrical

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #: ______________

CONTACT NAME: ______________________ PHONE #: ______________

E-MAIL ADDRESS ______________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

### 110/120 VOLT

| | QTY Show | QTY 24 Hr. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|---|
| 500 Watts (5 amps) | ______ | ______ | 98.00 | 147.00 | = $________ |
| 1000 Watts (10 amps) | ______ | ______ | 171.00 | 256.50 | = $________ |
| 2000 Watts (20 amps) | ______ | ______ | 230.00 | 345.00 | = $________ |

### 208 VOLT SINGLE PHASE (Labor Required for Connection)

| | QTY Show | QTY 24 Hr. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|---|
| 20 Amps | ______ | ______ | 433.00 | 649.50 | = $________ |
| 30 Amps | ______ | ______ | 519.00 | 778.50 | = $________ |
| 60 Amps | ______ | ______ | 679.00 | 1,018.50 | = $________ |
| 100 Amps | ______ | ______ | 894.00 | 1,341.00 | = $________ |

### 208 VOLT THREE PHASE (Labor Required for Connection)

| | QTY Show | QTY 24 Hr. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|---|
| 20 Amps | ______ | ______ | 578.00 | 867.00 | = $________ |
| 30 Amps | ______ | ______ | 691.00 | 1,036.50 | = $________ |
| 60 Amps | ______ | ______ | 905.00 | 1,357.50 | = $________ |
| 100 Amps | ______ | ______ | 1,191.00 | 1,786.50 | = $________ |
| 200 Amps | ______ | ______ | 1,704.00 | 2,556.00 | = $________ |
| 400 Amps | ______ | ______ | 2,399.00 | 3,598.50 | = $________ |

Transformer to Boost 208V to Approx. 230V - $4.00 per Amp (20 Amp Min.)

Qty _______ Amps ________ = $________

### 480 VOLT THREE PHASE (Labor Required for Connection)

| | QTY Show | QTY 24 Hr. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|---|
| 20 Amps | ______ | ______ | 694.00 | 1,041.00 | = $________ |
| 30 Amps | ______ | ______ | 830.00 | 1,245.00 | = $________ |
| 60 Amps | ______ | ______ | 1,087.00 | 1,630.50 | = $________ |
| 100 Amps | ______ | ______ | 1,429.00 | 2,143.50 | = $________ |
| 200 Amps | ______ | ______ | 2,044.00 | 3,066.00 | = $________ |

### LIGHTING (Price Includes Power & Labor for Installation)

| | QTY | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|
| Single Light Stand | ______ | 96.00 | 144.00 | = $________ |
| Double Light stand | ______ | 162.00 | 243.00 | = $________ |
| Arm Light | ______ | 119.00 | 178.50 | = $________ |
| Overhead Quartz Light* | ______ | 647.00 | 970.50 | = $________ |

Extension cords and power strips are available for rent at the Show Service Desk.

*May require labor and/or lift at additional charge.

## LABOR (Minimum Charge for Orders - 1 hour)

Outlet prices for 120 Volt power include delivery of the service to one location at the rear of the booth in peninsula and in-line booths. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements please see the Electrical Labor order form for rates and instructions.

**Straight Time.................. $ 111.00 per hour**
Monday - Friday, 8:00 am - 3:30 pm
(Excluding Holidays)

**Overtime..........................$223.00 per hour**
Monday - Friday, 3:30 pm - 8:00 am
All day Saturday, Sunday and Holidays

## ADDITIONAL INFORMATION

- To honor discount prices we must receive your order with full payment prior to the deadline date along with a floor plan indicating the main power location and distribution points, if applicable. (see below)
- A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on reverse. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.
- Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.
- If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power.
- If a dedicated circuit is required, please order 2000 watts/20 amps.
- Separate outlets should be ordered for each piece of equipment and/or each power location.
- A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

## TOTAL COST

| | |
|---|---|
| **Outlet(s)** | $ ________________ |
| **Lighting** | $ ________________ |
| **Estimated Labor** | $ ________________ |
| **Tax** | $ N/A |
| **GRAND TOTAL** | $ ________________ |

# ELECTRICAL INSTRUCTIONS & CONDITIONS

## HOW TO DETERMINE ELECTRICAL REQUIREMENTS

### For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

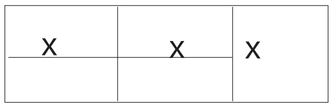
### For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

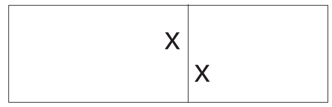
## LOCATION OF POWER IN YOUR BOOTH

### In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)




IN-LINE BOOTHS / PENINSULA

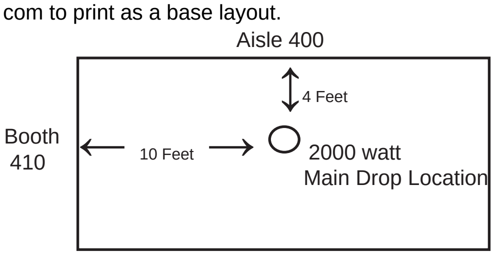



BACK TO BACK PENINSULA

If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

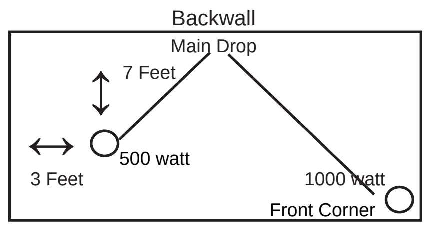
### Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. Floor plans must indicate the location of the main power drop and any secondary distribution if applicable. See examples below: A grid is available at freemanco.com to print as a base layout.




Island Booth with one outlet

Aisle or booth numbers are very important to help determine booth orientation.




10 X 20 Booth with multiple outlets
Labor Required

Please indicate power by amperage or wattage, as shown, rather than X.

If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

**OTHER:**

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details.
2. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman . All equipment will be removed at the close of the show.
3. All equipment regardless of power source, must comply with Federal, State and local codes. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
4. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
5. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Exhibitors' equipment will be modified to conform to Freeman receptacles. Labor to install or change a cord cap will be billed on a time and material basis.
7. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
8. The first ninety feet of cabling provided to deliver power to your booth is included in the cost of the outlet. If additional cable is necessary to power your booth, it will be charged on a time and material basis.
9. Power sharing is not permitted between exhibitors.
10. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
11. Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event.
12. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, it officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

**F R E E M A N**
901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**



NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #: ______________

CONTACT NAME: ______________________ PHONE #: ______________

E-MAIL ADDRESS ______________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## ELECTRICAL LABOR

### LABOR RATES

**Straight Time .................... $ 111.00 per hour**
Monday - Friday, 8:00 am - 3:30 pm (Excluding Holidays)
**Overtime .................... $ 223.00 per hour**
Monday - Friday, 3:30 pm - 8:00 am All day Saturday, Sunday and Holidays

### STEP 1

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions, I & D houses or Exhibitors, as it falls under electrical jurisdiction. Time and material charges will apply.

### Labor Is Required For:

1 Floorwork - Distribution of electrical under carpet and flooring.
2 Boothwork - Distribution of electrical overhead (more than one drop location in your booth) and/or through booth structure.
3 Hook Up - Connection and hard-wiring of all 208 or higher voltage services, electrical motors, dimmers, disconnects or sound and projection equipment.
4 Lighting -
- a) Assembly and installation of all mechanically fastened static lighting when wattage exceeds 2000 watts or more than 4 lights.
- b) Assembly, installation and dismantle of electrical headers and/or light boxes.

5 Truss Work -
- a) Assembly and installation of all lighting hung from truss or beams (including assembly and hanging of the truss), overhead lighting and distribution of power cables throughout the truss.
- b) Assembly of ground support truss specifically for lighting (more than 4 lights or greater than 2000 watts).

6 Signage - Wiring of overhead signs.
7 Inspection - All Exhibitor’s power panels and equipment pre-wired to plug into Freeman systems.
8 Cabling - Coaxial and/or communication cable distribution within booth. (Exhibitor must supply cable).
9 Lift Services -
- a) Forklift
- b) Scissorlift
- c) Boom Lift

10 Miscellaneous-
- a) Any electrical distribution and/or mechanical fastening to the exhibit or display of all electrical equipment, lighting fixtures, power tracks, etc.
- b) Mounting of single monitors over 6’ (to include plasma screens, LCD & CRT) and installation of hanging brackets.
- c) Changes to or the addition of electrical connectors to electrical apparatus.
- d) If the combination of all outlets is greater than 2000 watts/20amps or voltage is higher than 120 volt.

### STEP 2 (Applicable to Floorwork only)

Complete the authorization below and submit a scaled floor plan indicating a main power drop, exact outlet locations (with wattageor amperage) complete with dimensions and booth orientation indicating surrounding aisle or booth numbers. See example on reverse. Please also submit the Freeman Method of Payment Form with credit card information. Floorwork can only be completed in advance with a credit card on file and upon receipt of an acceptable floor plan and authorization to proceed. It is highly recommended to choose this option so that work is completed prior to your arrival and booth set up can begin immediately.

☐ **Authorized to proceed without supervision based on accompanying floor plan. Method of Payment attached.**

Installation to be complete by: Date______________ Time: ______________

Authorized Signature: ______________ Print Name: ______________

If a company representative prefers to be present during electrical distribution, please complete Step 3 indicating Floorwork or #1 as Type of Work.

***YOUR SIGNATURE ABOVE DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

See Reverse Side For Additional Information And Conditions

FREEMAN electrical labor

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME: BOOTH#:

CONTACT NAME: PHONE#:

## STEP 3

Indicate the preferred date and time that labor and/or lift is required. (Start times cannot always be guaranteed). If no time is provided, work will be performed on a first-come, first served basis only upon request. Please visit the Freeman service desk to confirm that you are ready for service. If electricians are dispatched at time of request and no supervision is available, a minimum one hour labor charge per electrician will apply.

NAME OF ON-SITE AUTHORIZED REPRESENTATIVE:_______________________________________________

***(Enter applicable # from Step 1)***

Labor Request Day ___________ Date _________Time __________ # of Electricians _____Type of Work ____________

Day ___________ Date _________Time __________ # of Electricians _____Type of Work ____________

Lift Request Day ___________ Date _________Time __________ Est. # of Hours _____Type of Lift ____________

**CANCELLATION POLICY**

**A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.**

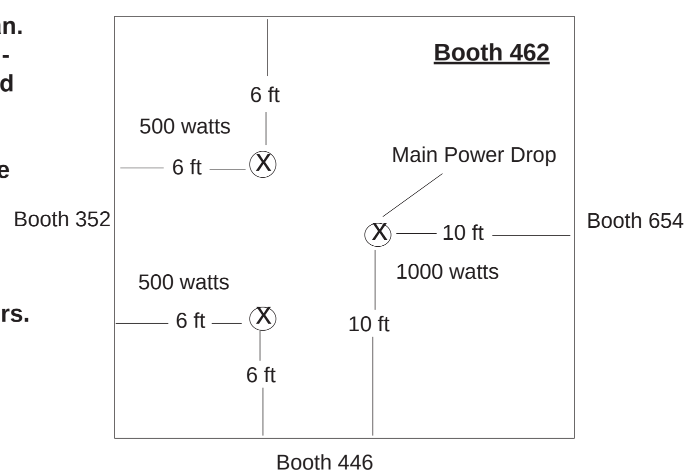
## TERMS & CONDITIONS

1 Straight time rates apply to labor calls between the hours of 8:00 am and 3:30 pm, Monday through Friday. Overtime rates apply to labor calls before 8:00 am and after 3:30 pm, Monday through Friday, Saturdays, Sundays and Holidays.
2 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
3 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour. Labor charges for dismantle will be one-half of the installation charge and will be automatically applied to your invoice.
4 Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
5 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
6 Every effort will be made to dispatch electricians as requested but start times cannot be guaranteed. 8:00 am calls will be filled on a first-come first served basis as orders are received.
7 The first 90 feet of cable required to deliver power to your booth is provided at no charge. Additional cabling will be supplied on a time and material basis. Exhibitors may supply their own 14 gauge, 3 wire extension cords and/or power strips, both of which must be grounded and UL approved.
8 Lift equipment required for installation and dismantle purposes can be rented on an hourly basis, with a one hour minimum. At least one crew will be required to operate the equipment.
9 Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
10 Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, it officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

### EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

**Please indicate the following on the floor plan.**

1. **Location and load of main power drop - please provide specific dimensions and wattages/amperages.**
2. **Location and load of all outlets - please provide specific dimensions and wattages/amperages.**
3. **Booth orientation - please provide surrounding aisle and/or booth numbers.**



# F R E E M A N

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801

**DISCOUNT PRICE DEADLINE DATE JANUARY 30, 2009**

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN air-water-drain-gas

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #: ______________

CONTACT NAME: ______________________ PHONE #: ______________

E-MAIL ADDRESS ______________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

***YOUR SIGNATURE ABOVE DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

**NOTE: There is a minimum labor charge of 1 hour for both the installation and removal of all services listed below.**

## COMPRESSED AIR: 90-100 lbs. PSI

| | QTY. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|
| Service charge for 1st air outlet (includes 1st 50 ft. of air line) | ______ | 424.00 | 636.00 = $ | ______ |
| Each additional outlet within a booth | ______ | 319.00 | 478.50 = $ | ______ |
| Additional Footage per foot (after 1st 50 ft.) | ______ | 6.00 | 9.00 = $ | ______ |
| CFM Requirement | ______ | 7.00 | 10.50 = $ | ______ |
| | | | **Total** | ______ |

(Please note that any compressed air order must include a minimum of 5 cfm's per machine. If machinery requires more than 5 cfm's, please indicate the total requirement in quantity)

**NOTE:** Plumbing contractor will not be responsible for moisture, oil or water in air lines or loss of flow or drop in pressure in line to equipment. Exhibitors should supply their own filters, driers or other equipment for moisture control. Exhibitors are not allowed to provide their own air compressors.

## WATER

| | QTY. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|
| Service Charge for first water outlet at rear of booth (includes 1st 50 ft.) | ______ | 424.00 | 636.00 = $ | ______ |
| Each additional water outlet within a booth | ______ | 319.00 | 478.50 = $ | ______ |
| Additional Footage per foot (after 1st 50 ft.) | ______ | 6.00 | 9.00 = $ | ______ |
| | | | **Total** | ______ |

**NOTE:** Pressure may vary. Minimum or maximum pressures cannot be guaranteed. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed. Plumbing contractor not responsible for sediment, color or taste of water.

## DRAINS

| | QTY. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|
| Service Charge for first drain outlet at rear of booth (includes 1st 50 ft.) | ______ | 424.00 | 636.00 = $ | ______ |
| Each additional drain outlet within the same booth | ______ | 319.00 | 478.50= $ | ______ |
| Additional Footage per foot (after 1st 50 ft.) | ______ | 6.00 | 9.00 = $ | ______ |
| | | | **Total** | ______ |

## FILL & DRAINS (Please order for each separate item/machine)

| | QTY. | Discount Price | Standard Price | TOTAL |
|---|---|---|---|---|
| 0 - 200 Gallons | ______ | 176.00 | 264.00 = $ | ______ |
| 201 - 400 Gallons | ______ | 261.00 | 391.50 = $ | ______ |
| Each Additional 100 Gallons | ______ | 29.00 | 43.50 = $ | ______ |
| | | | **Total** | ______ |

**NOTE:** Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Prices for fill & drains are based on straight time. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of one hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of one hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

## GASES & MISCELLANEOUS EQUIPMENT

Please call for an estimate and complete the following:

Gas Type ______________________ $ ______

Equipment/Material ______________________ $ ______

**LABOR** (1 hour minimum charge for all services for both installation and removal. Total 2 hours. Additional time charged in 1 hour increments.)

| | |
|---|---|
| Straight Time - Monday - Friday, 8:00 a.m. - 3:30 p.m. (except holidays) | 76.00 = $ ______ |
| Overtime - Before 8:00 a.m. and after 3:30 p.m. weekdays, All day Saturday, Sunday and Holidays. | 151.00 = $ ______ |

**In order to obtain the DISCOUNT price, your order and Method of Payment must be received by deadline date.**

(215636)
08-09 SFMW

FREEMAN air-water-drain-gas

# PLUMBING CONDITIONS AND REGULATIONS

1 To receive discount prices, order must be received by Freeman Electrical Services with full payment by Deadline Date.

2 Credit will not be given for connections installed and not used.

3 All material and equipment furnished by Freeman Electrical Services for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.

4 All equipment must comply with state and local safety codes.

5 Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.

6 Under no circumstances shall anyone other than “Qualified Plumbing Personnel” make service connections.

7 All equipment using water must have inlet and outlet properly tagged.

8 Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.

9 Connection rates listed cover bringing service from main line to booth and do not include connecting equipment.

10 Service outlet size will be determined by the volume required.

11 All work performed within booth attaching lines to equipment will be charged on a time and material basis.

12 All outlets will be installed on the floor at the backwall of booth.

13 Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.

14 Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.

15 All utility outlets include up to 50 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.

16 Exhibitors are not allowed to bring air compressors on the show floor.

17 Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

18 Please call 714/254-3410 for gas requirements or for an estimate regarding labor or additional footage.

- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
- **All electrical requirements must be ordered on the Electrical Rental Order Form.**

**F R E E M A N**

901 E South Street
Anaheim, CA 92805
Ph: 714-254-3410 • Fax: 714-490-0801
FreemanAnaheimES@freemanco.com

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

FREEMAN fabric solutions

NAME OF SHOW: **TMS 2009 ANNUAL MEETING & EXHIBITION / FEBRUARY 15-19, 2009**

COMPANY NAME ______________________ BOOTH #: ______________

CONTACT NAME: ______________________ PHONE #: ______________

E-MAIL ADDRESS ______________________

For Assistance, please call 714-254-3410 to speak with one of our experts.

**For fast, easy ordering, go to www.myfreemanonline.com**

## STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics, frame hardware and harness included.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are NOT included.)
- Orders received after the deadline date are subject to availabilty and will be charged standard prices.

**An Exhibitor Sales Specialist will contact you for details.**

### Square Signs

| Quantity | Length | Height | All Sides (Linear Ft.) | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|---|
| ______ | 10' x 10' | 3' | 40' | $4,217.85 | $5,483.20 | ______ |
| ______ | 10' x 10' | 4' | 40' | $5,007.45 | $6,509.70 | ______ |
| ______ | 15' x 15' | 3' | 60' | $5,961.90 | $7,750.45 | ______ |
| ______ | 15' x 15' | 4' | 60' | $7,042.35 | $9,155.05 | ______ |

### Rectangle Signs

| Quantity | Length | Height | All Sides (Linear Ft.) | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|---|
| ______ | 10' x 15' | 3' | 50' | $5,313.00 | $6,906.90 | ______ |
| ______ | 10' x 15' | 4' | 40' | $6,168.75 | $8,019.40 | ______ |

### Circle Signs

| Quantity | Diameter | Height | Circumference (Linear Ft.) | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|---|
| ______ | 10' | 3' | 31.42' | $3,724.35 | $4,841.65 | ______ |
| ______ | 10' | 4' | 31.42' | $4,305.00 | $5,596.50 | ______ |
| ______ | 15' | 3' | 47.12' | $5,248.95 | $6,823.65 | ______ |
| ______ | 15' | 4' | 47.12' | $6,077.40 | $7,900.60 | ______ |

### Triangle Signs

| Quantity | Length | Height | All Sides (Linear Ft.) | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|---|
| ______ | 10' x 10' | 3' | 30' | $3,246.60 | $4,220.60 | ______ |
| ______ | 10' x 10' | 4' | 30' | $3,783.15 | $4,918.10 | ______ |
| ______ | 15' x 15' | 3' | 45' | $5,012.70 | $6,516.50 | ______ |
| ______ | 15' x 15' | 4' | 45' | $7,150.50 | $9,295.65 | ______ |

### Serpentine Signs

| Quantity | Length | Height | Double Sided (Linear Ft.) | Discount Price | Standard Price | Total |
|---|---|---|---|---|---|---|
| ______ | 15' | 3' | 30' | $2,728.95 | $3,547.65 | ______ |
| ______ | 15' | 4' | 30' | $3,420.90 | $4,447.15 | ______ |
| ______ | 20' | 3' | 40' | $4,103.40 | $5,334.40 | ______ |
| ______ | 20' | 4' | 40' | $4,831.05 | $6,280.35 | ______ |
| ______ | 30' | 3' | 60' | $5,377.05 | $6,990.15 | ______ |
| ______ | 30' | 4' | 60' | $6,506.85 | $8,458.90 | ______ |

**Total:** ______________ **x 8.50%(Tax)** ______________ **=** ______________

## CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics

☐ Please check the box to have an Exhibitor Sales Specialist contact you regarding FREE Samples of materials and/or quotes.

(215636)
08-09 SFMW

# SAN FRANCISCO BAY AREA

# FIRE SAFETY REGULATIONS



## NOTICE: SMOKING IS PROHIBITED WITHIN THE FACILITY

1. **ALL MATERIALS USED IN CONSTRUCTION AND DECORATION OF AN EXHIBIT MUST BE FLAME RETARDANT.** Fabrics must be certified as flame retardant or a sample must be available for testing. Materials which cannot be treated to meet the requirements may not be used.

2. **ALL EXITS AND EXIT AISLES MUST BE KEPT CLEAR AND UNOBSTRUCTED.** No furniture, signs, easels, chairs or displays may protrude into aisles.

3. **DESIGNATED "NO FREIGHT" AISLES MUST BE MAINTAINED CLEAR OF CRATES AND EXHIBIT MATERIALS DURING MOVE-IN AND MOVE-OUT.** These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.

4. **ALL FIRE HOSE RACKS, FIRE EXTINGUISHERS AND EMERGENCY EXITS MUST BE VISIBLE AND ACCESSIBLE AT ALL TIMES.** This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes nor obscured from view by exhibit components.

5. **VEHICLES ON DISPLAY MUST HAVE FUEL FILLER CAPS LOCKED OR SEALED TO PREVENT ESCAPE OF VAPORS AND TO AVOID TAMPERING.** Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. External chargers are recommended for demonstration purposes.

6. **COMBUSTIBLE MATERIALS MUST NOT BE STORED BENEATH DISPLAY VEHICLES.** Space beneath vehicles must be clear and visible except for permitted electrical supplies.

7. **VEHICLES IN BUILDING FOR UNLOADING MUST NOT BE LEFT WITH ENGINE IDLING.** Exhaust gases present extreme hazards to workers. If the engine cannot be shut down, vehicle must be removed from the building as quickly as possible.

8. **COMPRESSED AIR CYLINDERS, INCLUDING LPG, ARE PROHIBITED UNLESS APPROVED BY FIRE SAFETY OFFICE.** Flammable gases, i.e.: butane, propane, natural gas, et al; are subject to prior approval. Non-flammable compressed gas cylinders must be secured in an upright position with gauges and regulator protected against physical damage.

9. **ALL 110 VOLT EXTENSION CORDS SHALL BE THREE-WIRE (GROUNDED), #14 OR LARGER AWG, COPPER WIRE. CONNECTORS MUST NOT BE SUPPORTED BY CORDS.** Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved.

10. **CUBE TAP ADAPTERS ARE PROHIBITED (UNIFORM FIRE CODE 85.107). MULTI-PLUG ADAPTERS MUST BE UL APPROVED AND HAVE BUILT-IN OVERLOAD PROTECTION.** Connectors must not be used to exceed their listed amphere rating.

11. **ELECTRICAL WORK UNDER CARPETS MUST BE DONE, OR SUPERVISED, BY THE OFFICIAL ELECTRICAL CONTRACTOR.** All wiring on the floor must be Type "SO" cord, insulated to qualify for "extra hard usage" and must be No. 12AWG, or larger, and must be protected against damage.

12. **ALL TEMPORARY WIRING MUST BE ACCESSIBLE AND FREE FROM DEBRIS AND STORAGE MATERIALS.** Hard walled booths must have power supplies dropped within the booth.

13. **NO STORAGE OF ANY KIND IS ALLOWED BEHIND BOOTHS OR NEAR ELECTRICAL SERVICE.** Materials necessary to the exhibit must be stored within the exhibit. Electrical cords and connectors must be accessible and shall not be covered.

14. **AREAS ENCLOSED BY SOLID WALLS AND CEILINGS MUST BE EQUIPPED WITH APPROVED SMOKE DETECTORS.**

15. **ALL EMPTY CARTONS OR CRATES MUST BE LABELED AND REMOVED FOR STORAGE OR THEY WILL BE REMOVED AS TRASH.** Crates are not to be used as exhibit supports.

16. **MATERIALS FOR HANDOUTS MUST BE LIMITED TO ONE DAY SUPPLY AND MUST BE STORED NEATLY WITHIN THE BOOTH.** All storage must be clear of electric cables or junction boxes.

17. **FLAMMABLE OR COMBUSTIBLE LIQUIDS ARE PROHIBITED INSIDE OF BUILDINGS EXCEPT AS APPROVED BY THE FIRE SAFETY OFFICE.** Flammable thinners, solvents and paints, including aerosol cans, are strictly prohibited within the building.

# General Information

**BEVERAGE CONSUMPTION**

- Canned or bottled beverages may be purchased on a consumption basis
  - 12 beverage minimum order
  - Quantities of less than twelve are not subject to return
  - Unopened and returnable cans and bottles are subject to a 25% restocking fee.

**BILLING, PAYMENTS, AND CANCELLATIONS**

- All prices are subject to change at anytime.
- Full payment of your total estimated charges and signed contract are due in our office two (2) weeks prior to your first scheduled food function
- Should you decide to cancel any or all of your functions less than one week prior to your event you will be subject to a cancellation fee
- Event pre-payments and balances with charges less than $10,000 may be paid by credit card and/or company check
- Events with charges greater than $10,000 must be pre-paid by company check
  - Balances greater than $10,000 will be billed net 30 days
  - Any invoice which remains unpaid after 30 days will automatically be billed to your credit card.

**EMPLOYEES, SERVICE AND LABOR CHARGES, SALES TAX**

- Catering personnel are covered by Union Local 2's collective bargaining agreement
  - Catering employees will deliver food and beverage, service, and clean related areas
  - Catering personnel are not permitted to perform any general cleaning duties (non-food service related) or act as badge checkers, ticket takers, or security personnel.
- All food and beverage charges are subject to a 20% service charge and 8.5% state sales tax
  - The 20% service charge is also taxable under SBOE Regulation #1603
  - Sales tax-exempt organizations are required to provide a copy of their California Franchise Tax Board Certificate of Exemption two weeks prior to the event

**EXCLUSIVITY**

- All food and beverage items must be supplied and prepared by Catering by SMG
- No food, beverage, or alcohol will be permitted to be brought into or removed from a San Francisco Convention Facility by the client or any of the client's guests or invitees without written approval by Catering by SMG
- Requests must by received by Catering by SMG no less than four (4) weeks prior to the first day of the event
- Catering by SMG reserves the right to assess a charge for such exclusions to exclusivity.

**ALCOHOLIC BEVERAGES**

- All alcoholic beverage sales and consumption are regulated by the California Alcoholic Beverage Control
- Catering by SMG is responsible for the administration of these regulations
- Catering by SMG requires that all alcoholic beverages be dispensed by only Catering by SMG employees or agents

**MISCELLANEOUS SAMPLING & DONATED PRODUCTS, TRAFFIC PROMOTERS**

- Catering by SMG retains the exclusive right to provide, control and retain all food and beverage services throughout the facility for the events
- A company/organization may not bring any food, beverages, or alcoholic beverages for use in the hospitality lounge, staff offices, or backstage areas.

## FOOD & NON-ALCOHOLIC BEVERAGE SAMPLING

All food and beverages samples or traffic promoters brought into the Moscone Center must have approval from Catering by SMG in writing prior to the event and adhere to the following guidelines:

- A company/organization may only distribute samples of food and beverage products that the company/organization produces or sells in its normal day-to-day operations. Samples may only be distributed in such quantities that are reasonable with regard to the purpose of promoting the merchandise.
    - Food samples are limited to "bite size" portions (1 oz. or less).
    - Samples of non-alcoholic beverages are limited to a maximum of 2 oz. containers.
- A written description (detailing the product and portion size to be sampled) must be submitted in advance to Catering by SMG. Approval of sampling arrangements to the sampling company/organization will be provided in writing only. Please contact your Catering Sales Representative, Jenny Bittner for appropriate sampling form.
- Exhibitors must be responsible for securing a City of San Francisco Health Permit, (415) 554-2500, in order to distribute food and/or beverages.
- A company/organization utilizing "Traffic Promoters" (i.e. coffee, bottled water, candy, popcorn, etc.) that compete with products vended by Catering By SMG must contact Catering By SMG to arrange an appropriate corkage fee. Please contact your Moscone Catering Sales Representative, Jenny Bittner for more information.

**ALL THE AFOREMENTIONED POLICIES WILL BE STRICTLY ADMINISTERED. ANY VIOLATION OF THESE WILL RESULT IN THE REMOVAL OF PRODUCT FROM THE SHOW FLOOR.**

## FOOD STORAGE, DELIVERY & PRODUCTION SERVICES

If an organization requires food preparation, heating, cold or dry storage, or other kitchen services, arrangements must be made no later than three weeks in advance of the start of the event. Charges for these services will be based on the requirements of the arrangements. Please contact your Catering Sales Representative, Jenny Bittner for more information.

- Standard fees for storage, handling, delivery, etc. may be charged where applicable.
- Use of cooking/heating equipment must have prior approval from the building Fire Marshal, 1.415.974.4007.
- Delivery of any foods and any beverages to the facility must be coordinated with your Catering Sales Representative, Jenny Bittner. Catering By SMG will not assume responsibility for incorrectly delivered products, damaged products at delivery, or inferior products.

SAVOR . . .
SAN FRANCISCO CATERING BY SMG
Moscone Center Moscone West Bill Graham Civic Auditorium

# Savor…welcomes exhibitors of the TMS, Minerals, Metals & Materials Convention

As the **exclusive** caterer for the Moscone Convention Center,
we look forward to helping you with all of your food service needs.
This year, we encourage you to "*think outside the booth*"
and check out some of our new exhibitor services.

Whether you are planning an elaborate "VIP" reception
or would simply like food services for your staff,
Savor… will be happy to handle your request.

To receive menus and information please visit our website at

**www.CateringbySMG.com**

or fill out this form and fax it to:

Jenny Bittner
Exhibitor Sales and Marketing Manager
415-974-4048 phone
415-974-4074 fax
jbittner@moscone.com

Please send me information regarding…

| | | | |
|---|---|---|---|
| Exhibitor Specialty Items | ☐ | Desserts | ☐ |
| Breakfast Options | ☐ | Breaks/Snacks | ☐ |
| Lunch Options | ☐ | Receptions | ☐ |
| Dinner Options | ☐ | Bar Packages | ☐ |

I prefer to be contacted by: phone☐ fax☐ email☐

Company______________________________/Booth #________
Name________________________________________
Address______________________________________
City/St/Zip____________________________________
Telephone_____________________________________
Fax_________________________________________
Email________________________________________

****For priority service, orders need to be received three weeks prior to event date.***

# Booth Traffic Builders

- Increase your booth traffic
- Generate buzz on the exhibit floor
- Be the booth that stands out
- A great way to initiate networking







Jennifer Bittner
Exhibitor Sales Manager
415-974-4048
JBittner@Moscone.com
Http://www.cateringbysmg.com


Our website puts information at your fingertips...

Check out our EXHIBIT BOOTH TRAFFIC BUILDERS

Get menus and order forms

Place an order online

Online payment option

Get answers to frequently asked questions



SAVOR . . .
SAN FRANCISCO

CATERING BY SMG

SAVOR...

TMS2009
138th Annual Meeting & Exhibition

## SAN FRANCISCO CONVENTION FACILITIES - FOOD AND BEVERAGE ORDER FORM

**INFORMATION AND POLICIES-**
**Savor…/FMIC holds the exclusive rights to all food and beverage within the San Francisco Convention Facilities (SFCF). No one is allowed to bring food or beverage into the facility without the express written approval of Savor…/FMIC.**

**The Customer is required to pay for any electrical outlets that may be needed to support their food & beverage service and any decorator items such as pipe and drape, draped tables, etc. A $15.00 delivery charge will be added to deliveries less than $100.00.**

**Savor… will use compostable serviceware on all food and beverage functions held in the SFCF. China service is available at an additional charge. Final guarantees are due three full business days prior to all functions. A 100% non-refundable advance payment is required for any function by company check or authorized credit card. On-site re-orders require advance notice, 45 minutes for beverages, 90 minutes for food. FOR PRIORITY SERVICE, ALL ORDERS MUST BE RECEIVED BY TUESDAY, FEBRUARY 3rd, 2009.**

**Show Name**: **TMS, Minerals, Metals & Materials Feb. 17th-18th, 2009** **Delivery Date**______________________

**Company Name** ______________________________________________ **Booth/Room #**_______________
**Representative (print name)**_________________________________________ **Title**_______________
**On-Site Contact(s)**: **1.**________________________________ **2.** __________________________________
**Address**_______________________________________________________________________________
**City**_________________________________________ **State**______________________ **ZIP**____________
**Telephone #**_____________________________________ **FAX #**_________________________________
**CC Account #** __________________________________ **Exp. Date** ________ **MC/VISA/AX/Diners**(-$10,000 only)
*(circle one)*
**Cardholder's Name**_____________________________ **Signature** _________________________________
*Your signature above signifies approval of all charges to your account.*

**FOOD AND BEVERAGE/EQUIPMENT ORDER**

| START TIME | END TIME | QUANTITY | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
|---|---|---|---|---|---|
| ____ | ____ | ________ | ____________________________ | $______ | $_________ |
| ____ | ____ | ________ | ____________________________ | $______ | $_________ |
| ____ | ____ | ________ | ____________________________ | $______ | $_________ |
| ____ | ____ | ________ | ____________________________ | $______ | $_________ |
| ____ | ____ | ________ | ____________________________ | $______ | $_________ |

**I. FOOD AND BEVERAGE TOTAL** $__________

**SEND ORDER FORM TO:**
Catering by SMG
747 Howard St.
San Francisco CA 94103
Phone: 415-974-4040
Fax: 415-974-4074

**II. FOOD/BEVERAGE/EQUIPMENT TOTAL** $__________
**A. FOOD & BEVERAGE TOTAL** $__________
**B. 20% SERVICE CHARGE OF (A)** $__________
**C. SUBTOTAL OF (A) AND (B)** $__________

**D. TOTAL DELIVERY CHARGES** $__________
**E. SUBTOTAL OF C-D-E** $__________
**F. 8.5% TAX (OF F)** $__________
***(total of E&F)*** **TOTAL ESTIMATED CHARGES** $__________

***Please note that all prices and taxes are subject to change.**

TMS2009
138th Annual Meeting & Exhibition
*Linking Science and Technology for Global Solutions*

February 15-19
Moscone West Convention Center
San Francisco, California, USA

**Official Computer & Audio Visual Rental Order Form**

**Rentsys®**
800.955.5171
979.690.5826 fax
www.rentsys.com

**OFFICIAL CONTRACTOR**

| **LCD Displays** | **Show Rate** | **Qty.** | **Total** |
|---|---|---|---|
| 19" LCD FLAT PANEL DISPLAY (1280 x 1024) 4:3 | $125.00 | | |
| 20" LCD FLAT PANEL DISPLAY (1280 x 1024) 4:3 | $195.00 | | |
| 23" LCD FLAT PANEL DISPLAY (1920 x 1200) Video & Data 16:9 | $295.00 | | |
| 30" LCD FLAT PANEL DISPLAY (1230 x 768) Video & Data 16:9 | $545.00 | | |
| 40" LCD FLAT PANEL DISPLAY (1280 x 768) Video & Data 16:9 | $895.00 | | |
| 46" LCD FLAT PANEL DISPLAY (1366 x 768) Video & Data 16:9 | $1,395.00 | | |
| **Plasma Displays** | **Show Rate** | **Qty.** | **Total** |
| 42" PLASMA DISPLAY (1024 x 768) | $695.00 | | |
| 50" PLASMA DISPLAY (1280 x 1024) | $795.00 | | |
| 37" HITACHI PLASMA DISPLAY (1024 x 768) | $995.00 | | |
| 61" PLASMA DISPLAY (1365 x 768) | $1,595.00 | | |
| 65" PLASMA DISPLAY (1920 x 1080) | Call For Availability | | |
| **LCD & Plasma Accessories (only available when renting one of the above displays)** | **Show Rate** | **Qty.** | **Total** |
| FLOOR STAND - DUAL POST☐ COBRA☐ (CHECK ONE) | $95.00 | | |
| SIDE MOUNT SPEAKERS FOR FLAT PANEL 30" OR LARGER | $75.00 | | |
| SOUNDBAR FOR FLAT PANEL 20" OR SMALLER | $25.00 | | |
| WALL MOUNT FOR FLAT PANEL LESS THAN 30" - TILT☐ FLAT☐ (CHECK ONE) | No Charge | | |
| WALL MOUNT FOR FLAT PANEL 30" OR LARGER - TILT☐ FLAT☐ (CHECK ONE) | $25.00 | | |
| **Desktop Computers** | **Show Rate** | **Qty.** | **Total** |
| HP EVO D530/2.8 GHz, 512MB, 40GB (PENTIUM IV) | $175.00 | | |
| DELL OPTIPLEX GX270/3.0 GHz, 512MB, 40GB (PENTIUM IV) | $225.00 | | |
| DELL OPTIPLEX GX280/3.2 GHz, 512MB, 40GB (PENTIUM IV) | $245.00 | | |
| DELL OPTIPLEX GX745/2.4 GHz, 2GB, 160GB (CORE 2 DUO) | $295.00 | | |
| **Notebook Computers** | **Show Rate** | **Qty.** | **Total** |
| DELL D600/1.4 GHz, 256MB, 40GB, CD, WIRLESS NIC (PENTIUM IV) | $195.00 | | |
| DELL D610/2.1 GHz, 1GB, 80GB, CD, WIRELESS NIC (PENTIUM M) | $295.00 | | |
| HP NC6320/2.0 GHz, 2GB, 80GB, CD, WIRELESS NIC (CORE 2 DUO) | $345.00 | | |
| **Computer Operating Systems** | **Show Rate** | **Qty.** | **Total** |
| WINDOWS 2000☐ WINDOWS XP☐ (CHECK ONE) | No Charge | | |
| OFFICE 2000☐ OFFICE XP☐ OFFICE 2003☐ (CHECK ONE) | $45.00 | | |
| **Audio & Video Equipment** | **Show Rate** | **Qty.** | **Total** |
| DATA PROJECTOR (2400 LUMENS) PROXIMA 6860 | $595.00 | | |
| DATA PROJECTOR (3000 LUMENS) NEC VT770 | $795.00 | | |
| DATA PROJECTOR (5000 LUMENS) SANYO PLC-XP56 | $1,295.00 | | |
| DVD PLAYER WITH S-VIDEO OUTPUT | $75.00 | | |
| WIRED MICROPHONE: HANDHELD☐ LAVALIER☐ (CHECK ONE) | $75.00 | | |
| UHF WIRELESS MICROPHONE: HEADSET☐ LAVALIER☐ (CHECK ONE) | $175.00 | | |
| SOUND SYSTEMS WITH (2) SPEAKERS/STANDS, (1) 4 CHANNEL MIXER | $275.00 | | |
| **Printers & Computer Accessories** | **Show Rate** | **Qty.** | **Total** |
| HP 4300 LASERJET PRINTER (45 PPM) | $185.00 | | |
| HP 4500 COLOR LASERJET PRINTER (16 PPM) | $495.00 | | |
| YAMAHA STEREO COMPUTER SPEAKERS (for PC) | $15.00 | | |
| **Additional Item(s):** | | | |
| **Notes:** | **Subtotal** | | |
| | *Show rate is for entire length of show | | |
| | **PLEASE COMPLETE BOTH PAGES** | | |

**Early Order Cut-Off Date is 02/05/09.**

**Show Name: TMS 2009**

**Location:** San Francisco, CA

## Exhibitor Information

**Company Name:** ______________________

**Address:** ______________________

______________________

**Phone: ( ) -**

**Ordered By:** ______________________

**On-site Contact:** ______________________

**On-site Contact Cell Phone: ( ) -**

## Show Information

**Booth Number:** ______________________

**Delivery Date:** ______________________

**Delivery Time: 8-10☐ 10-12☐ 1-3☐ 3-5☐**

- Equipment cannot be delivered to an empty booth. An authorized representative must sign for all equipment at the time of delivery. If the authorized representative is not available at the specified time indicated above, then the additional delivery charges will apply.
- Equipment will be picked up from your booth after the show closes. You are responsible for equipment until picked up by Rentsys personnel.

## Payment Information

For your convenience, we will use this authorization to charge your credit card account for your advance order, and any additional amount incurred as a result of show site orders placed by your representative. These charges may include applicable sales tax, labor, material handling, freight and/or delivery. Please complete the requested information below.

**Check One:** MasterCard ☐ American Express ☐ VISA ☐

Account Number: ______________________

Customer Code (Purchasing Card Only) ______________________

Expiration Date: ______________________

Card Holder's Name ______________________

Signature: ______________________

Printed Name: ______________________

Email Address: ______________________

**Charge Summary**

Subtotal Previous Page: $______________

Delivery Charge: +$______________

(1 to 3 items; $95.00, 4 items and above ask sales associate)*

Drayage Charge: +$______________

(Call Sales Rep for exact drayage fees)

Sales Tax (8.50%): +$______________

**Total Charges: $______________**

***Items ordered after the deadline are subject to availability and additional charges/delivery fees. E1**

### Freight & Drayage Charges

In the event that freight and drayage charges are incurred, all expenses will be billed directly to your account.

### Terms and Conditions

Full payment, including applicable sales tax is due in advance. Purchase orders are not considered payment unless otherwise approved and accepted in advance by Rentsys.

### Rentals

All equipment rentals are based on a "per show" rental unless otherwise specified. Rental prices do not include labor, delivery and removal of equipment from your booth unless otherwise specified. Rentsys reserves the right to substitute like equipment.

### Rental Agreement

It is understood and agreed that the customer is renting Rentsys equipment for a specified period of time and is responsible for its safe return. Customer agrees to be billed for any damages or loss of the equipment other than caused by normal operation.

### Credits

It is your responsibility to advise our service center representative of any problems with your rental equipment, and to check your invoice for accuracy prior to the close of the exhibition.

### Cancellations

1. Cancellations of equipment and services must be received 2 weeks prior to show start.
2. If equipment and services have already been provided at the time of cancellation, original charges will apply.

### Unpaid Balances

Should there be any unpaid balances at the close of the show, terms will be net, due and payable in Houston, Texas upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will accrue a finance charge of 1.5% per month, which is an interest rate of 18%, and future orders will be on a pre-payment basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge shall either be applied to reduce the principal unpaid balance or refunded to the payer. This terms and condition agreement shall be governed and construed with the laws of the State of Texas.

### Rental Rate

The rental rate charge is valid for the entire show.

### Authorized Signature

I have read and understand the above policies.
Authorized Signature:

**Fax Back 979.690.5826**
**Questions? 800.955.5171**
**E-mail: sales@rentsys.com**

**If paying by check, please mail to:**
**Rentsys Tradeshow Division**
**200 Quality Circle**
**College Station, TX 77845**

# Lead Management Order Form

**Don't let the dollars you spend on exhibiting go to waste!**
*Order now and maximize the impact of your trade show participation.*

**TMS 2009**
*February 15-19, 2009*
*San Francisco, CA*

TMS2009
138th Annual Meeting & Exhibition

**For discount, order by 1/19/09**
**Final deadline to order prior to show 2/6/09**
***Order online:***
**https://exhibitorportal.experient-inc.com**
**Access Code: IBHDZH**

## Step 1: *Select your preferred system*

| | on or before 1/19/09 | after 1/19/09 | # of units | TOTAL |
|---|---|---|---|---|
| **Optium S400** -*Instant transmission of leads to an on-board USB* Tabletop with printout, includes USB of leads, optional custom lead form prinout (requires electricity) | $320 | $360 | ____ | $______ |
| **Optium TS600** -*Instant transmission of leads to an on-board USB* Tabletop with printout, includes electronic touchscreen qualification, includes USB of leads (requires electricity) | $425 | $495 | ____ | $______ |
| **Optium M800** -*Instant transmission of leads to a secure web portal* Hand-held, wireless, includes electronic touchscreen qualification (does **not** require electricity) | $425 | $495 | ____ | $______ |
| **Legacy Standard** -Tabletop with printout, optional custom lead form printout, optional electronic download of leads (requires electricity) | $185 | $200 | ____ | $______ |
| **ExpoCard Connect** -Customizable software package for laptop/PC; includes cable and reader; laptop/PC not included (requires electricity) | $400 | $500 | ____ | $______ |
| **Each additional ExpoCard Connect** | $200 | $250 | ____ | $______ |
| **ExpoCard Pro** -Complete customized lead management system including PC and full onsite support | Call for details | | | |

**Sub-Total $______**
**8.5% Sales Tax $______**
**Step 1 Total $______**

## Step 2: *Options*

| | on or before 1/19/09 | after 1/19/09 | # of units | TOTAL |
|---|---|---|---|---|
| **Electronic Download of Leads at Service Desk**; end of show* (for Legacy Standard only) | $125 | $150 | ____ | $______ |
| **Custom Lead Form Printout*** Optium S400 or Legacy Standard only (Call for template) | $100 | $125 | ____ | $______ |
| **Additional Services** | | | | |
| Delivery of Reader to booth (Post show pickup not available) | $100 | $100 | ____ | $______ |
| Peel & Stick Labels (Mailed post show) | $110 | $135 | ____ | $______ |

* **Quantity should match the number of units ordered in Step 1**

** **Taxable items and rates vary among states and are subject to change. Actual tax will be calculated and charged when order is processed. Please call for exact quote.**

**Step 2 Total** $______**

## Step 3: *Total your order ( Step 1 Total + Step 2 Total)*

**GRAND TOTAL $ __________**

## Step 4: *Your contact and payment information*

Exhibiting Company: ______________________________
Booth #: ______________________________
3rd Party Company (if applicable): ______________________________
Check if information is for: ❑ Exhibiting Company ❑ Third Party
Contact Name: ______________________________
Address: ______________________________
City: ______________________________
State/Country: ____________________ Zip: __________
Phone: ____________________ Fax: ____________________
Email: ______________________________
*Order confirmation will be delivered via email.*

**Note:** All ExpoCard readers must be picked up at the exhibitor services desk unless delivery arrangements are made and paid for in advance of the show.

**Terms and Conditions:**

- Orders cannot be processed unless received with payment. Purchase orders are not accepted. Send check or credit card information with order form.
- All orders are subject to a $50 cancellation fee.
- Orders cancelled within 30 days of the show will not be refunded.

**Indicate payment method:**
❑ Check (Must be mailed with order; made payable to Experient)
❑ Visa ❑ MC ❑ AMEX ❑ DISCOVER

Signature: ______________________________
Card #: ______________________________
Exp:____/____/____

**Fax Credit Card Orders to**: 301.694.3286
**Mail Orders to:** Experient
1888 North Market St.
Frederick, MD 21701

experient™

**For Assistance Call 800.787.0475 or 301.662.9400**
**Email: exhinfo@experient-inc.com**
**www.experient-inc.com**

Showcode: TMS091 Source Code: KRO

# experient™ Lead Management Solutions

## Optium™ S400

The Optium™ S400 is the new standard in lead retrieval. This compact, lightweight unit is designed to fit easily on any exhibit booth counter. Leads are instantly captured via an on-board USB drive which allows for quick and easy follow-up. The customizable printout makes lead qualification a snap and all lead and demographic information is safely backed up in its internal memory.

***Requires electricity.***



## Optium™ TS600

The Optium™ TS600 adds a full color touch screen with easy-to-use onscreen electronic qualification to the Optium product line. The TS600 includes a paper printout as well as an on-board USB drive to instantly capture leads and allow for quick and easy follow-up. Attendee demographic information and survey responses are safely backed up in its internal memory.

***Requires electricity.***



## Optium™ M800

The Optium™ M800 reader caters to exhibitors who require a mobile method for capturing information and instant access to that data. The M800 is a handheld wireless unit that immediately sends leads to a secure, password protected website. Lead follow-up can begin immediately and booth activity can be monitored, in real time, from remote locations. A full color touch screen also allows for onscreen electronic qualification through customized surveys.



## Legacy Standard

This tabletop unit electronically reads the attendee's ExpoCard™, stores the information in its internal memory and provides an immediate printout. By customizing this printout, the exhibitor may specify questions to augment the standard lead data (optional). Exhibitors retain the printout and have the option of transferring the data to a USB drive.

***Requires electricity.***



## ExpoCard™ Connect

For exhibitors that want optimum customization and qualification using their laptop or PC, ExpoCard Connect allows exhibitors to fully customize an in-depth survey which they can use to qualify each booth visitor. Contact information can be quickly edited for accuracy and the large notes field provides for additional in-depth information capture. Each package includes software, a cable connector and reader. Laptops are not included but available under our "Full Service" option - call for details.



## ExpoCard™ Pro

Attract visitors, identify hot prospects and let attendees tell you what they need with or without staff assistance! Tell us what you want and we will build the system for you. ExpoCard Pro full service system combines lead retrieval with interactive touch screen technologies and high quality graphics that attract attention, collects valuable data, showcases products and services and automatically generates a highly qualified lead database for follow-up.



***NOTE: Not all products offered at all shows.***
***For Assistance Call 800.787.0475 or 301.662.9400***
***Fax Credit Card Orders to: 301.694.3286***
***Email: exhinfo@experient-inc.com***

747 Howard Street ~ San Francisco, CA 94103 ~ Phone: 415-974-4080 ~ FAX: 415-974-4065

# TELECOMMUNICATIONS ORDER FORM

| Contact Information | | |
|---|---|---|
| Event Name: | | Event Date(s): |
| Company: | | Booth Number(s): |
| Contact On-Site: | Phone: | E-Mail: |
| **SEND RECEIPTS TO:** | | |
| Company: | | Attn: |
| Address: | | |
| City: | State: | Zip Code: |
| Phone: | Fax: | E-Mail: |

## Terms and Conditions

1. San Francisco Convention Facilities (S.F.C.F.) is the exclusive telecommunication services provider for the Moscone Center and the Bill Graham Civic Auditorium
2. This order form gives S.F.C.F. authorization to:
    a. Provide services (rearrangement and/or disconnection of service and equipment) and to handle negotiations of telecommunications services and equipment
    b. Make appropriate charges on the credit card provided

**3. Service cancellations and refunds:**

| Order Changes/Cancellations | Fee |
|---|---|
| Returned check service charge | $20.00 |
| Move an installed line | $100.00 |
| Lost/damaged telephone instruments | $75.00 |
| Line cancellation before installation | $50.00 |
| Line cancellation after installation | $100.00 |
| Internet cancellation after installation | $200.00 |

**There will be no cancellation of phone lines after the event begins**
**Service refunds will be made within 30 days of the event close date**

**3. Equipment procedures:**

a. Exhibitors can pick up telephone instruments or obtain help at the Telecommunications Service Desk
b. Exhibitors are responsible for maintaining and returning equipment to the Service Desk after the show
c. Rental equipment provided remains the property of S.F.C.F.
d. Only S.F.C.F. personnel are authorized to modify system wiring and cabling
e. All exhibitor brought equipment must comply with F.C.C. regulations

## METHOD OF PAYMENT

Services will not be provided until completed order form and payment is received
REMAINING BALANCES WILL BE APPLIED TO CREDIT CARD ON FILE

**Payment by Check:** _____ Check (must ALSO enclose CC number)

**Payment by Credit Card:** _____ American Express _____ MasterCard _____ Visa

Credit Card Number: ___________________________________ Expiration Date: _____________
Print Name on Card: ___________________________________
Card Holder Signature: ___________________________________

Please fax/mail order form along with payment to:

**San Francisco Convention Facilities**, Moscone Center
Attn: Telecommunications Department
747 Howard Street
San Francisco, CA 94103-3118

The Moscone Center ~ 747 Howard Street ~ San Francisco, CA 94103 ~ Phone: 415-974-4080 ~ FAX: 415-974-4065

| | | |
|---|---|---|
| Event Name: | | Event Dates: |
| Company : | | Booth Number(s): |
| Phone: | E-Mail: | |

## Order Form

| | Advanced Rate<br>10 business days before event | Standard Rate | TOTAL | Includes: |
|---|---|---|---|---|
| **TELEPHONE SERVICES** | | | | |
| **Basic Services** | | | | dial '9' to access outside line |
| Single Line Telephone | ______ x $250.00 | ______ x $295.00 | =______ | Touch-tone telephone instrument, telephone line and dial tone |
| Multi Line Telephone | ______ x $305.00 | ______ x $355.00 | =______ | |
| Speaker Telephone | ______ x $305.00 | ______ x $355.00 | =______ | |
| Deposit for Usage Charge | | ______ x $75.00 | =______ | Voice/fax/data analog unrestricted telephone service |
| **Additional Services** | | | | Unused deposit balances are refundable |
| Restricted Calls | | ______ x $15.00 | =______ | |
| Call Waiting | | ______ x $15.00 | =______ | ***** All calls including local and long distance calls are charged on a per minute basis. This includes telephones used for dial-up service*** |
| Voicemail | | ______ x $25.00 | =______ | |
| Dry/Twisted Pair (within facility only) | ______ x $395.00 | ______ x $450.00 | =______ | |
| **INTERNET SERVICES** | | | | |
| Direct Internet | ______ x $1,095.00 | ______ x $1,295.00 | =______ | Guaranteed DS3 (45Mbps) bandwidth provided by Priority Networks<br>Three IP addresses with 10 Mbps Ethernet (10 BaseT) connection per IP (hubs and cables not included)<br>One 10 Base T (CAT5) line to Fiber Optic backbone, RJ45 connector to booth<br>Servers and Gateways excluded- you must order Private Connect |
| Private Connect | ______ x $4,995.00 | ______ x $5,595.00 | =______ | Included separate connection up to TI (1.5Mbps) bandwidth off the facility DS3 for internet connection only<br>Includes 29 IP address block<br>Includes 10 Base T (CAT5) line to Fiber Optic backbone, RJ45 connector to booth |
| **Additional Services** | | | | |
| Additional IP Address | ______ x $125.00 | ______ x $150.00 | =______ | |
| Each additional Ethernet Cable | ______ x $25.00 | ______ x $40.00 | =______ | |
| In-Booth Hub Rental | ______ x $100.00 | ______ x $150.00 | =______ | |
| **TOTAL DUE FOR ALL SERVICES** | | | =______ | |

Please specify phone and/or Internet location in booth-drawing below or attach a floorplan

Aisle No. ________

Moscone Center ________
Moscone West ________
Civic Auditorium ________

Front of Booth

Aisle No. ________

**SFCF USE ONLY**

Extension No:______________________
Account No.:______________________
Instrument No.:____________________
Returned Phone(s): Y N

# Plant & Floral ORDER FORM

Exhibit Plant & Floral Co.

Show Name: ______________________

Show Location: ______________________

Show Dates: ______________________

| We would like to order the following for our booth. | Unit Price | Quantity | Total |
|---|---|---|---|
| Floral Arrangements………………………... ❒ all around, ❒ one sided | | | |
| 10" Wide and 12" High …………………………………………start @ | $50.00 | ________ | ________ |
| 12" Wide and 18" High ……………………………………….…start @ | $65.00 | ________ | ________ |
| Other sizes, special requests and custom floral arrangements available. | | | |
| Color Preference and Further Description ______________________ | | | |
| Boutonnieres ………………………Carnation …………………....start @ | $ 4.00 | ________ | ________ |
| ❒ red, ❒ white Roses ..……………………….start @ | $ 7.00 | ________ | ________ |
| Daily Boutonniere delivery $10.00 extra per day#_____days…………….. | | ________ | ________ |
| Bubble Bowls (For Business Cards & Give-aways!)……………………………. | $25.00 | ________ | ________ |
| Mum Plants………………………… ❒ white, ❒ yellow, ❒ lavender | $20.00 | ________ | ________ |
| Seasonally Available Flowering Plants…………………………………… | | | |
| Azalea, Cyclamen, etc. ❒ red, ❒ pink, ❒ white | $30.00 | ________ | ________ |
| Ferns and/or Ivies………………………………………………………small | $20.00 | ________ | ________ |
| large | $30.00 | ________ | ________ |
| 2 Foot Green Plants……………………………………………………….. | $30.00 | ________ | ________ |
| 3 Foot Green Plants……………………………………………………….. | $40.00 | ________ | ________ |
| 4 Foot Green Plants……………………………………………………….. | $50.00 | ________ | ________ |
| 5 Foot Green Plants……………………………………………………….. | $60.00 | ________ | ________ |
| 6 Foot Green Plants……………………………………………………….. | $70.00 | ________ | ________ |
| Taller and Specialty Plants……………………………Priced upon request | | ________ | ________ |
| Green Plant Container Preference…❒ black, ❒ white, ❒ wicker baskets | | | |

Total Plants and Flowers ________

California Sales Tax 8 ½% ________

**Total Amount Due** ________

❒ Please meet us at our booth for additional design assistance

Date: ______________ Time: ______________

- *All plants and material supplied on a rental basis only.*
- *Items damaged or missing from exhibitor's booth are the responsibility of the exhibitor and additional charges will apply.*
- *All rental items will remain property of Exhibit Plant & Floral Co.*
- *Prices include container, maintenance, installation and removal.*

All orders are to be paid in full prior to show opening. Adjustments cannot be made after closing of the show.

Booth: ______________________

Exhibiting Co.: ______________________

c/o Company: ______________________

Address: ______________________

City, State, Zip: ______________________

Phone Number: ______________________

Booth Representative: ______________________

**Payment Enclosed:**

❒ Check ❒ Visa ❒ M/C ❒ AmExp

Card#: ______________________

Exp. Date: ______________________

______________________
Name of Cardholder

______________________
Authorized Signature

<u>Please return to our Order Processing Center:</u>

**Exhibit Plant & Floral Company**
23285 Connecticut Street
Hayward, CA 94545
Phone: (510)782-9494/Fax: (510)782-9525
E-Mail: epf_sf@pacbell.net

## *CHECK or CREDIT CARD MUST ACCOMPANY ORDER*

MAIL or FAX to:

# "Convention Photo by Joe Orlando, Inc."

3217 North Verdugo Road, Suite # 1 • Glendale, California 91208 • Tel: (818) 957-2204 • Fax: (818) 957-6113

***Servicing Trade Shows Nationally for over 50 years.***

***www.joeorlandophoto.com***
***email:convphoto@earthlink.net***

## Order Form

YOUR P.O. NUMBER ____________

| QUANTITY | SERVICES | | EACH | TOTAL |
|---|---|---|---|---|
| ______ | **COLOR ORIGINAL** | Includes Photography Time, 8x10 Print | @ **$95.00** | $ ______ |

**No People** ☐ **Posted Staff** ☐ **Crowd During Show** ☐

### ADDITIONAL PHOTO SERVICES

| QUANTITY | SERVICES | | EACH | TOTAL |
|---|---|---|---|---|
| ______ | **HI RES DIGITAL IMAGE FROM COLOR ORIGINAL** | Includes release and rights of image, 300 dpi @ 8x10 saved as jpeg. | Per Image @ **$50.00** | $ ______ |
| ______ | **LOW RES DIGITAL IMAGE FROM COLOR ORIGINAL** | Includes image saved as jpeg @ 72 dpi, perfect for powerpoint / website. | Per Image @ **$35.00** | $ ______ |
| ______ | **COLOR 8x10 REPRINTS OF ORIGINALS** | | Per Print @ **$35.00** | $ ______ |
| ______ | **PHOTOSHOP RETOUCHING** | 1 Hour Minimum. | Per Hour @ **$160.00** | $ ______ |

**SUB TOTAL:** $ ______

Clients based in *California* add CA tax
Clients in other states no tax → **TAX:** $ ______

All Orders add **$10.00** Shipping & Handling: $ 10.00

Fed-Ex #: ______ **TOTAL:** $ ______

### DIGITAL PHOTOGRAPHY QUOTES

- Publicity, Banquets, Awards,
- On Site CD Burning
- Photoshop Retouching
- Website Hosting of Low Res Image (For publicity or associations)

**CALL FOR QUOTES**

***Video Production*** (upon availablility, call for quotes)

PLEASE PRINT:

Name of Convention: ______ Dates: ______

Convention Hotel / Location: ______

Daily Exhibit Hours: ______

Onsite Contact & Cell Phone Number: ______

Exhibitor: ______ Booth # & Size: ______

Display House: ______

Ship to Address: ______

Credit Card Billing Address: ______

City, State and Zip Code: ______

Telephone Number: (800) (      ) ______ E-mail: ______

Authorized Signature: ______

Credit Card Info: Please Circle One: American Express Cards / VISA / MasterCard Credit Card-V code or Security Code: ______

Credit Card Number: ______ Expiration Date: ______

Card Holder Name: ______ Authorized Signature: ______